

**VILLAGE OF HUNTLEY
VILLAGE BOARD MEETING
January 15, 2009
MINUTES**

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, January 15, 2009 at 7:00 p.m. in the Municipal Complex Village Board Room 10987 Main St, 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 David Johnson, Senior Assistant to the 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 CONSIDERATION:

- A. Approval of Minutes from the December 11, 2008 Village Board, December 18, 2008 Liquor Commission and December 18, 2008 Village Board Meetings

A MOTION was made to approve the Minutes from the December 11, 2008 Village Board Meeting as presented

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

A MOTION was made to approve the Minutes from the December 18, 2008 Liquor Commission and December 18, 2008 Village Board Meetings as presented

MOTION: Trustee Kadakia
SECOND: Trustee Fender

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

B. Approval of January 15, 2009 Bill List in the amount of \$179,512.76

A MOTION was made to authorize the payment of the January 15, 2009 Bill List in the amount of \$179,512.76

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

C. Approval of Payout Request No. 3 (Final) for the 2008 Street Improvement Plan to Plote Construction, Inc., in the amount of \$59,313.98

Mayor Sass reported that on February 28, 2008, the Village Board awarded the 2008 Street Improvement Program contract to Plote Construction, Inc. in the amount of \$747,260.39. The project was funded through the Village's Motor Fuel Tax (MFT) Fund and Capital Projects Fund.

On July 10, 2008, the Village Board approved Payout Request #1 in the amount of \$97,786.78. On August 7, 2008 the Village Board approved Payout Request #2 in the amount of \$522,515.03.

It was reported that all work has been completed as of Payout Request No. 3 (Final) and Waivers of Lien and the required maintenance bond have been received.

The as-built construction contract was 9.05% under the as-bid contract. The Village Engineer recommends payment to Plote Construction, Inc. in the amount of \$59,313.98.

A MOTION was made to approve Payout Request No. 3 (Final) for the 2008 Street Improvement Plan to Plote Construction, Inc., in the amount of \$59,313.98

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

- D. Approval of Resolution (R)2009-01.01 - Christopher B. Burke Engineering, Ltd. (CBBEL) Proposal for Professional Design Engineering and Construction Observation Services for the 2009 MFT Street Program dated December 18, 2008

Village Manager Johnson reported that on November 6, 2008 the Village Board accepted and placed on file the Village of Huntley Pavement Management Report, dated November 6, 2008. The report outlined a multi-year program for Village street maintenance. The approved FY2009 Operating and Capital Budget included funding for the 2009 portion of the program. The funding sources are through the Motor Fuel Tax Fund (\$650,000), and the Capital Projects Fund (\$350,000). Some remedial water main and sanitary sewer main work is also included with the Sewer Capital Development Fund (\$227,000).

A Proposal for Professional Design Engineering and Construction Observation Services for the 2009 MFT Street Program dated December 18, 2008, was received from Christopher B. Burke Engineering, Ltd. (CBBEL) to do the project engineering, including surveying; soils investigation; plans, specifications, estimate; and construction engineering.

Village Manager Johnson noted the streets scheduled for improvement in 2009 are:

Brittany Avenue	Douglas Avenue to the dead end
Carl Street	Algonquin Road to Douglas Avenue
Charles Street	Douglas Avenue to the dead end
Douglas Avenue	Church Street to Philip Drive
Douglas Avenue	Philip Drive to Kathleen Avenue
Douglas Avenue	Kathleen Avenue to Mathew Street
Douglas Avenue	Mathew Street to Michael Street
Douglas Avenue	Michael Street to Charles Street
Douglas Avenue	Charles Street to Timer Drive West
Elizabeth Avenue	Algonquin Road to Douglas Avenue
Kathleen Avenue	Algonquin Road to Douglas Avenue
Mathew Street	Algonquin Road to Douglas Avenue
Michael Street	Algonquin Road to Douglas Avenue
Philip Drive	Algonquin Road to Douglas Avenue

It was also noted that final street selection will be based on the contractors' bids for the project.

CBBEL's not-to-exceed figure for the project engineering as described above is \$132,300.00, which is consistent with the engineering costs anticipated by Staff in formulating the budget.

To ensure a timely completion of the project in 2009, the Village Engineer recommends approval of the "Proposal for Professional Design Engineering and Construction Observation Services for the 2009 MFT Street Program, dated December 18, 2008."

A MOTION was made to approve Resolution (R)2009-01.01 – Christopher B. Burke Engineering, Ltd. Proposal for Professional Design Engineering and Construction Observation Services for the 2009 MFT Street Program dated December 18, 2008

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

E. Approval of the Neighbors Helping Neighbors Volunteer Program.

Village Manager Johnson reported that in response to the various needs of Huntley residents, Staff has researched the possibility of facilitating a volunteer program where those residents who may have difficulty shoveling snow, cutting their grass or raking leaves could obtain a list of individuals or organizations able to volunteer the services to them at no charge.

Village Manager Johnson noted that several organizations have contacted the Village expressing interest in participating and/or partnering in this program. With the Village Board's direction to proceed, Staff will reach out to representatives at Huntley High School as well as the churches and service organizations in the Village that may have an interest in volunteering.

Staff will report back to the Village Board with additional information on the establishment of the program.

It was the consensus of the Village Board to proceed with the establishment of the Neighbors Helping Neighbors Program

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT:

Village Manager Johnson reported statistical information to the Village Board regarding the Village's snow removal operations thus far this season:

- Received 40.75 inches of snowfall as of January 15th.
- Used 1,500 tons of salt/sand mixture (900 tons of salt and 600 tons of birdseye). The salt/sand ratio is 60/40%. Staff is considering increasing the amount of salt used to 70%.
- Salt usage expense equates to approximately \$126,000 spent thus far.
- Labor Hours: 2,482
- Miles plowed: 29,029
- Gallons of fuel used: 7,463

Trustee Leopold asked if the streets will be cleaned after the snow melts to which Village Manager Johnson replied yes.

Trustee Fender asked if the Village had received many complaints. Village Manager replied that Staff mainly receives calls about mailboxes and snow left at the end of driveways. Trustee Fender noted that she has not received many complaints regarding snow removal. Mayor Sass noted that Staff is doing a great job. Trustee Mercer agreed and thought that the citizens are also doing a great job and adjusting well. Trustee Kadakia stated that he has received many compliments.

Trustee Kadakia stated that residents have said that the Village calendar looks very nice and he received many compliments. He noted that the pictures were very good as was the information included in the calendar. Village Manager Johnson thanked the Trustees and said that he would pass the compliments on to Margo Griffin, Business Development Coordinator.

VILLAGE PRESIDENT’S REPORT:

Mayor Sass reported that the next McCOG dinner is on January 28th. He also noted that the Village offices will be closed on Monday, January 19th in observation of the Martin Luther King Jr. holiday and due to the offices being closed on January 19th, candidate filings will begin on January 20th.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

EXECUTIVE SESSION:

A MOTION was made to go into Executive Session at 7:18 p.m. to discuss a) pending litigation and i) other.

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

A MOTION was made to exit Executive Session at 7:38 p.m.

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

ACTION ON CLOSED SESSION ITEM: None

ADJOURNMENT:

There was a MOTION made to adjourn the meeting at 7:39 p.m.

MOTION: Trustee Leopold

SECOND: Trustee Piwko

Motion carried unanimously

Respectfully submitted,

Barbara Read
Recording Secretary