

**VILLAGE OF HUNTLEY  
VILLAGE BOARD MEETING  
January 14, 2010  
MINUTES**

**CALL TO ORDER:**

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, January 14, 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 and Village Attorney Mike Coppedge.

Mayor Sass expressed the Village Board's and Staff's sympathy to Paul and Judy Mercer and family for the loss of her father.

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

**PUBLIC COMMENTS:** None.

**ITEMS FOR DISCUSSION AND CONSIDERATION:**

- a) December 10, 2009 and December 17, 2009 Village Board Meeting Minutes

Mayor Sass asked if the Board had any corrections or additions to the Minutes; there were none.

**A MOTION was made to approve the December 10, 2009 and December 17, 2009 Village Board Meeting Minutes.**

**MOTION:** Trustee Kadakia

**SECOND:** Trustee Piwko

**AYES:** Trustees Fender, Kadakia, Kanakaris, Leopold, Mercer and Piwko

**NAYS:** None

**ABSTAIN:** None

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

- b) January 14, 2010 Bill List in the amount of \$467,362.51

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

**A MOTION was made to approve the January 14, 2010 Bill List in the amount of \$467,362.51**

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

- c) Resolution (R)2010-01.01 – A Resolution Granting a Temporary Use Permit to allow a temporary banner and waiver of permit fees for Shepherd of the Prairie Church, 10805 Main Street

Mayor Sass reported that Shepherd of the Prairie Church is requesting approval to display a temporary banner advertising “Little Lambs Early Learning – Enrolling Now”. The proposed banner will measure 3 feet high by 6 feet wide (18 sq. ft.) and will be located along Main Street. The sign would be installed from February 6 – 27, 2010.

#### Staff Analysis

The Village Board previously approved a request for this same banner on October 15, 2009. At that time, the petitioner also provided a list of future banner requests for the Village Board to approve all at one time. Following discussion, it was the consensus of the Village Board that banners would be reviewed on a case-by-case basis.

#### Financial Impact

The petitioner is seeking a waiver of the permit fees for the temporary banner. The Village Board previously waived permit fees for the same banner on October 15, 2009. The fee is \$75.00 plus 50 cents per square foot (18 sq. ft. = \$9.00) for a total of \$84.00.

#### Legal Analysis

The Village Board’s authorization for this request is required in accordance with Sign Code §156.125 Prohibited Signs, subparagraph (K) Banners and Flags.

#### Action Requested

A motion is requested of the Village Board to approve Resolution (R)2010-01.01 - A Resolution Granting a Temporary Use Permit to allow a temporary banner and waiver of permit fees for Shepherd of the Prairie Church, 10805 Main Street.

Staff recommends the following conditions be applied should the Village Board approve the Temporary Use Permit:

1. The petitioner shall obtain a sign permit from the Development Services Department prior to installing the banner.
2. The banner shall be maintained in good condition at all times.

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

Trustee Fender asked if the program was a preschool or religious education; Ms. Kristie Warnke, from Shepherd of the Prairie Church, stated that it is a morning pre-school program that will be held on Mondays, Wednesdays and Fridays.

There were no other questions or comments.

**A MOTION was made to approve Resolution (R)2010-01.01 – A Resolution Granting a Temporary Use Permit to allow a temporary banner and waiver of permit fees for Shepherd of the Prairie Church located at 10805 Main Street**

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

- d) Resolution (R)2010-01.02 – Proposal for Professional Design Engineering and Construction Observation Services for the 2010 MFT Street Program – Christopher B. Burke Engineering, Ltd.

Village Manager David 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 program was accelerated by the inclusion of a part of the 2010 program into the 2009 program, due to favorable construction costs in 2009. Streets originally programmed for the 2011 season have been moved up to the 2010 program. Grove Street from Mill Street to Martin Drive will be included with the completion of the railroad crossing improvement.

A Proposal for Professional Design Engineering and Construction Observation Services for the 2010 MFT Street Program has been received from Christopher B. Burke Engineering, Ltd. (CBBEL) to do the project engineering including surveying, soils investigation, plans and specifications, estimate, and construction inspection.

The streets scheduled for improvement in 2010 are listed as follows:

<u>Street Name</u>	<u>Limits</u>	<u>Length (ft)</u>	<u>Type of Improvement</u>
Ashley St.	Dead End to Cambridge Dr.	383	Full Depth
Bedford Dr.	Bordeaux Dr. to Cambridge Dr.	950	Full Depth
Bedford Dr.	Martin Dr. to Yardley Dr.	299	Full Depth
Bedford Dr.	Yardley Dr. to Bordeaux Dr.	1073	Full Depth
Bordeaux Dr.	Bedford Dr. to Chetwood Dr.	305	Full Depth
Bordeaux Dr.	Chetwood Dr. to Dalton Dr.	303	Full Depth
Bordeaux Dr.	Village Limits to Bedford Dr.	307	Full Depth
Chetwood Dr.	Bordeaux Dr. to Cambridge Dr.	390	Full Depth
Chetwood Dr.	Yardley Dr. to Bordeaux Dr.	720	Full Depth
Dalton Dr.	Bordeaux Dr. to Cambridge Dr.	407	Full Depth
Dalton Dr.	Yardley Dr. to Bordeaux Dr.	760	Full Depth
Marvin Dr.	Bedford Dr. to Yardley Dr.	969	Full Depth
Yardley Dr.	Bedford Dr. to Chetwood Dr.	301	Full Depth
Yardley Dr.	Chetwood Dr. to Dalton Dr.	304	Full Depth
Yardley Dr.	Marvin Dr. to Dalton Dr.	382	Full Depth
Grove St.	Mill St. to Myrtle St.	745	Full Depth
Grove St.	Myrtle St. to Railroad	463	Full Depth
Grove St.	Railroad to Martin Dr.	293	Full Depth
Total		9,354	

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 \$121,000.00, which is consistent with the engineering costs anticipated by Staff in formulating the budget.

#### Staff Analysis

To ensure a timely completion of the project in 2010 the Village Engineer recommends approval of the "Proposal for Professional Design Engineering and Construction Observation Services for the 2010 MFT Street Program".

#### Financial Impact

The FY2010 Budget includes funding for the 2010 portion of the program in the amount of \$1 million. The funding sources are through the Motor Fuel Tax Fund (\$650,000), and the Capital Projects Fund (\$350,000).

#### Legal Analysis

Not required.

#### Action Requested

A motion of the Village Board to approve Resolution(R)2010-01.02 – Christopher B. Burke Engineering, Ltd. Proposal for Professional Design Engineering and Construction Observation Services for the 2010 MFT Street Program,

Village Manager Johnson noted that, as in the past, a resident meeting will be held prior to construction to inform the affected residents of the process and to answer questions.

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

**A MOTION was made to approve Resolution (R)2010-01.02 – Proposal for Professional Design Engineering and Construction Observation Services for the 2010 MFT Street Program to Christopher B. Burke Engineering, Ltd.**

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

- e) Ordinance (O)2010-01.01 – Acceptance of Public Improvements for Cider Grove Subdivision Phase One

Village Manager David Johnson reviewed a Power Point Presentation and reported that the Village Board routinely accepts subdivision public improvements for ownership and maintenance once the improvements have been successfully constructed and inspected.

Village Manager Johnson reported that the Village has received a request from Town and Country Homes for acceptance of Cider Grove Subdivision Phase One along with the release of the performance guarantee for the public improvements.

Staff Analysis

The public improvements correction lists generated by the Village have been successfully completed by Town and Country Homes, with the exception of some landscaping and pavement striping items which will be completed in the Spring, 2010. The estimated cost of these items is \$51,758, plus 20% for a total of \$62,109.60. This amount added to the 10% maintenance security of \$428,910.84 totals \$491,020.44. It is recommended that the Village accept the public improvements for Cider Grove Subdivision Phase One with modification to the financial security as follows:

Project	Current Performance Bond Amount	Proposed Disposition	Maintenance Security Required (10%) Plus Spring 2010 Items
Cider Grove Subdivision Phase One	\$4,289,108.40	Release	\$491,020.44

The current performance security may be released upon receipt of the one-year maintenance security, including line items for performance of items to be completed in Spring, 2010.

Financial Impact

All applicable escrow accounts shall be current prior to release of the performance bond.

Legal Analysis

Not required.

Action Requested

A motion is requested of the Village Board to approve Ordinance (O)2010-01.01 – Acceptance of Public Improvements – Cider Grove Subdivision Phase One

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

Trustee Piwko asked how many empty lots there were in Phase I. Mr. Andrew Mau, from Town and Country Homes, stated that there are approximately 20 vacant lots in Phase I. Trustee Piwko reminded Mr. Mau that with the future construction of the 20 lots that any damage to the infrastructure must be repaired and that dirt piles must be contained on private property.

There were no other questions or comments.

**A MOTION was made to approve Ordinance (O)2010-01.01 – Acceptance of Public Improvements for Cider Grove Subdivision Phase One**

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

- f) Final Payment Request to Wm. Tonyan and Sons, Inc. for Police Department Second Floor Build-Out in the amount of \$14,801.00

Mayor Sass reported that on August 13, 2009, the Village Board of Trustees awarded Wm. Tonyan and Sons, Inc. the contract to complete the build-out of the unfinished second floor area in the Police Department. The contract amount awarded was \$142,850.00.

Wm. Tonyan and Sons, Inc. started work on September 10<sup>th</sup> and are now requesting final payment for work performed and materials purchased through December 17, 2009.

Staff Analysis

In the opinion of the Village's Public Works Director, the final amount due and payable to Wm. Tonyan and Sons, Inc., in accordance with the terms of the construction contract documents for this project, is \$14,801.00.

Financial Impact

The project is funded out of the Municipal Building Fund which had a beginning fund balance of \$300,000.00, budget line item number 05-10-4-7600.

Payout	Work Performed	Deduct	Extra	Date Approved	Amount Approved
#1	\$14,000.00	0	0	10/08/09	\$14,000.00
#2	\$40,000.00	0	0	11/12/09	\$40,000.00
#3	\$45,000.00	0	0	11/19/09	\$45,000.00
#4	\$30,000.00	0	0	12/17/09	\$30,000.00
FINAL	\$14,801.00	0	0	<b>Proposed</b>	\$14,801.00

Funds paid to date including the proposed is \$143,801.00 which is \$951.00 over budget and due to extras. The awarded contract amount of \$142,850.00 plus extras in the amount of \$951.00, minus payouts to date of \$143,801.00 leaves an outstanding balance of zero (0).

The following is a list of alterations made throughout the project that resulted in contract deducts and extras.

Alterations	Credit	Extra
Enclosed Rooms P221 & P228		\$4,450
Wall Backing in Room P235		\$525
Replaced High Security Ceiling with Medium Security	\$10,950	
Lower Cabinets and Counter Tops		\$3,612
Added Three Light Fixtures to Rooms P214, 215,216		\$491
Added Conduit Stubs by Interview Rooms		\$173
Added Light Switch for Room P235		\$196
Additional Hardware Cost		\$378
Upgrade Light Fixtures		\$1,326
Additional Backing and Conduit Runs for Security System		\$750
Total	\$10,950	\$11,901

The alterations increased the original contract amount by \$951.

Legal Analysis

Not required.

Action Requested

A motion of the Village Board to approve the Final Payment Request to Wm. Tonyan and Sons, Inc. for the Police Department Second Floor Build-Out in the amount of \$14,801.00.

Village Manager David Johnson stated that a tour will be planned for the Village Board once all the furniture is in place.

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

**A MOTION was made to approve the Final Payment Request to Wm. Tonyan and Sons, Inc. for Police Department Second Floor Build-Out in the amount of \$14,801.00**

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

g) Payout Request No. 1 in the amount of \$56,677.43 – Schroeder Asphalt Services, Inc. – Resurfacing the Section of Kreutzer Road from Smith Drive (West) to the Huntley Grove Commercial Development (Walmart)

Mayor Sass reported that on September 24, 2009, the Village Board awarded the contract for resurfacing the section of Kreutzer Road from Smith Drive (West) to the Huntley Grove Commercial Development (Walmart) to Schroeder Asphalt Services, Inc. in the amount of \$88,989.00. Payout Request No. 1 includes work completed as of October 30, 2009.

Staff Analysis

The Village Engineer recommends payment to Schroeder Asphalt Services, Inc. in the amount of \$56,677.43.

Financial Impact

<u>Pay Request</u>	<u>Completed Work</u>	<u>Retention (5%)</u>	<u>Previous Payments</u>	<u>Amount Requested</u>
#1	\$59,660.45	\$2,983.02	-0-	\$56,677.43

Pay Request No. 1 reflects a 5% retention amount. Waivers of Lien and payroll certifications have been received.

This work is budgeted in the Capital Projects Fund, Account #02-10-4-7500.

Legal Analysis

Not required.

Action Requested

A motion of the Village Board to approve Payout Request No. 1 in the amount of \$56,677.43 to Schroeder Asphalt Services, Inc. for Resurfacing the Section of Kreutzer Road from Smith Drive (West) to the Huntley Grove Commercial Development (Walmart).

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

**A MOTION was made to approve Payout Request No. 1 in the amount of \$56,677.43 to Schroeder Asphalt Services, Inc. for the Resurfacing the Section of Kreutzer Road from Smith Drive (West) to the Huntley Grove Commercial Development (Walmart)**

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

- h) Payment to McHenry County Division of Transportation (MCDOT), Invoice #3 (Final) dated December 14, 2009 in the amount of \$78,237.93, for the Shared-Use Path and Village Water Main Work Completed with the MCDOT Algonquin Road Widening Project

Mayor Sass reported that at the July 17, 2008 Village Board meeting, the Village Board approved Resolution (R)2008-7.36 – Intergovernmental Agreement Between the County of McHenry and the Village of Huntley for Engineering, Construction, and Construction Engineering for the Enhancements Along Algonquin Road (County Route #48).

The Village water main relocation and Shared-Use Path have been completed through the MCDOT construction contract and final quantities have been agreed to between the Village and MCDOT. In accordance with the agreement the Village agrees to pay 100% of the design engineering and construction costs when invoiced by the County.

Staff Analysis

All is in order for payment to MCDOT in the amount of \$78,237.93.

Financial Impact

The as-built cost of the watermain relocation and Shared-Use Path engineering and construction is 7.0% under the estimate in the agreement.

Water Main Relocation, Engineering And Shared-Use Path work completed to date	\$646,287.96
Less previous Village payments (Invoice #1-- \$555,207.89 and Invoice #2 -- \$12,842.14)	<u>\$568,050.03</u>
TOTAL DUE	\$ 78,237.93

Legal Analysis

Not required.

Action Requested

A motion of the Village Board to approve payment to McHenry County Division of Transportation (MCDOT) Invoice #3 (Final) dated December 14, 2009 in the amount of \$78,237.93, for the Shared-Use Path and Village Water Main Work Completed with the MCDOT Algonquin Road Widening Project.

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

Trustee Leopold asked if the Village Engineer was satisfied with the response from McHenry County regarding the flooding at Church and Douglas and that the work done on the Algonquin Road Widening Project was not responsible for the flood. Village Manager Johnson stated that staff has called the County Engineer again requesting information regarding the drainage on Algonquin Road. Staff was told by the County Engineer that the flooding was due to a 200 year rain event. Village Manager Johnson stated that he is concerned with the life-safety issue. Trustee Leopold suggested that the Village not pay the full amount until a conclusion is made that the flooding was not caused by the construction project. Trustees Mercer and Fender agreed.

Village Manager Johnson stated that \$25,000 has been budgeted in the FY2010 Budget to review the drainage system in that area and analyze the flooding issue.

Trustee Leopold asked if the curbing has been completed; Village Manager Johnson acknowledged that it was complete. Village Manager Johnson stated that the County suggested that our street improvement project may have contributed to the flooding.

Trustee Fender asked what may need to be done in order to not have this happen again. Village Manager Johnson stated that the retention ponds may not be the correct size and may need to be altered.

There were no other questions or comments.

**A MOTION was made to table Payment to McHenry County Division of Transportation (MCDOT), Invoice #3 (Final) dated December 14, 2009 in the amount of \$78,237.93, for the Shared-Use Path and Village Water Main Work Completed with the MCDOT Algonquin Road Widening Project until information is received and further analysis is completed**

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

- i) Ordinance (O)2010-01.02 - Village of Huntley Annual Waste Hauler License Renewal

Village Manager Johnson reported that in November, renewal packets were mailed by certified mail to the current commercial waste haulers as well as the Del Webb/Residential Only waste hauler, Waste Management.

The following waste haulers have submitted the application and payment to provide

commercial waste and recycle pickup in the Village of Huntley. Waste Management of Illinois has also submitted their application for Del Webb residential pick up.

- Allied Waste Services of Elgin/Republic Services – Commercial
- Groot Industries, Inc. – Commercial
- MDC Environmental Services – Commercial
- Ray Schreiber Disposal Co. - Commercial
- Waste Management of Illinois, Inc. – Commercial
- Waste Management of Illinois, Inc. – Residential Del Webb ONLY

Staff Analysis

All required documentation has been received and is in compliance. All is in order for Village Board consideration at this time.

Financial Impact

As part of the approved FY2010 Budget, this specific Refuse Licenses revenue source is included under the Licenses and Permits Line Item. The individual license fee for 2010, as regulated by the Village’s Waste Hauler Ordinance, is \$1,563.06. This fee includes the yearly Consumer Price Index rate adjustment of .1% from 2009.

Legal Analysis

Not required.

Action Requested

A motion of the Village Board to approve Ordinance (O)2010-01.02 - the Village of Huntley Annual License Renewal for Commercial Waste Haulers and Del Webb Residential Only Waste Hauler.

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

Trustee Fender asked if MDC Environmental Services only needed to submit a commercial license application due to the fact that they have a 7-year residential contract with the Village; Village Manager Johnson responded yes.

There were no other questions or comments.

**A MOTION was made to approve Ordinance (O)2010-01.02 - Village of Huntley Annual Waste Hauler License Renewal**

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

j) Downtown Revitalization Plan Update

Senior Assistant to the Village Manager Lisa Armour reported that the update of the planning process for the Downtown Revitalization Plan is being presented to keep the Village Board apprised of activities completed to date and provide an anticipated schedule for completion of the Plan. Based on the schedule below, the Village Board can expect the review of the Downtown Revitalization Plan to be completed in the first quarter of 2010.

#### TASKS COMPLETED TO DATE

##### Steering Committee Meeting – August 26, 2009

The first Steering Committee meeting was held to review the overall objectives, review the Village's past planning efforts, and review the planning process and schedule. The meeting also included a workshop to gather the Committee's views regarding their concerns and aspirations for Downtown Huntley.

##### First Community Workshop – September 2, 2009

Approximately 50 residents, property owners, and business owners attended the first Community Workshop for the Downtown Revitalization Plan. The workshop provided an opportunity for community members to tell the Consultant what they think about the Downtown and surrounding area before the plan was prepared. The meeting served to secure local views on problems, issues and potentials in the Downtown and surrounding area.

##### Key Person Interviews – October 8, 2009

Eight key person interviews were conducted by the Consultant to obtain insight into the community and opinions about the history, image, culture, hospitality and development potential of the Downtown and surrounding area. Those interviewed included business owners, property owners and various community organizations.

##### Inventory of Existing Conditions and Assets – September/October 2009

The consultant completed a detailed assessment of the existing conditions and influencing factors within the Downtown and surrounding area. This inventory represents a draft of the first four chapters of the Downtown Revitalization Plan. The assessment included a detailed look at the following:

- Review of past plans and studies
- Zoning Ordinance
- Existing Land Use and Development
- Community Facilities and Infrastructure
- Cultural, Community and Historical Resources
- Parking, Access and Circulation
- Streetscape and Urban Design Analysis
- Market Analysis and Business Inventory

##### Second Community Workshop – December 15, 2009

Approximately 40 residents, property owners, and business owners attended the second Community Workshop. The workshop included small group working sessions to review and discuss conditions and potentials within the Downtown and surrounding area. The small groups worked together through a hands-on process to develop a "vision" for the Downtown

and surrounding area. Each group then presented their “vision” to the whole group. This information was used to prepare a preliminary Vision Statement for the Downtown and surrounding area. The narrative vision articulates the downtown desired by the Village and its residents and captures the long-range aspirations of the community. The Inventory of Existing Conditions and Assets and the Vision Statement will be distributed to the Steering Committee for review.

## NEXT STEPS

### Draft Downtown Revitalization Plan – End of January

The Consultant will complete a draft of the Downtown Revitalization Plan and submit it to Staff for review. The plan will contain:

1. Introduction
2. Vision, Goals and Objectives
3. Land Use and Infill Redevelopment Strategies Plan
4. Transportation and Parking Plan
5. Community Facilities Plan
6. Beautification and Urban Design Plan
7. Design and Development Guidelines
8. Benchmarks and Implementation Strategies

### Final Steering Committee Meeting – Early/Mid-February

A meeting will be conducted with the Steering Committee to review and reach agreement on the draft Downtown Revitalization Plan. Based on feedback from the Committee, appropriate revisions will be made to the draft plan.

### Final Community Workshop – Late February

A final Community Workshop will be conducted to review and discuss the draft Downtown Revitalization Plan. Appropriate revisions will be made to the draft plan based on feedback from the community.

### Plan Commission Public Hearing – March

The final Downtown Revitalization Plan will be presented to the Plan Commission for consideration. This meeting will be conducted as a public hearing. Based on Plan Commission and public hearing feedback, a revised Downtown Revitalization Plan will be prepared that reflects Plan Commission and public input.

### Committee of the Whole / Village Board – March

The Consultant will present the final Downtown Revitalization Plan to the Committee of the Whole for consideration. Based on feedback from the Committee of the Whole, a final Downtown Revitalization Plan will be submitted for adoption at a subsequent Village Board meeting.

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

Trustee Leopold stated that this has gone through a good process but it is still a long way before it will get to a detailed level. Village Manager Johnson stated that more details will be presented under Item 7 in the 8-step plan.

Trustee Mercer stated that the Village Board should get a copy of the draft prior to being reviewed by the Steering Committee. Village Manager Johnson stated that the draft will be distributed to the Board by the end of January.

Trustee Fender stated that the plan needs to get into the reality of what is to happen in the downtown. Village Manager Johnson reminded the Board that the contract establishes the process of setting the framework for moving forward in developing a plan and is not the final report.

Trustee Mercer stated that we still need to define the boundaries of the future downtown.

Trustee Fender stated that the Village Board should review the draft and discuss it at a future meeting prior to it going to the Steering Committee. Village Manager Johnson stated that staff will complete the review of the draft, distribute it to the Village Board for review and it will be included on a future Committee of the Whole Meeting agenda.

Trustee Kadakia stated that the consultant will need to establish phases of implementation for the plan.

There were no other questions or comments. No action was required on this agenda item.

**VILLAGE ATTORNEY'S REPORT:** None

**VILLAGE MANAGER'S REPORT:**

Trustee Fender noted the mention of the Route 47 Public Information Team in the Manager's Report and stated that the Village Board should be kept up-to-date during the process.

**VILLAGE PRESIDENT'S REPORT:**

Mayor Sass reported that the Route 47 letting is scheduled for January 15<sup>th</sup> at IDOT offices.

Mayor Sass also reported that the UPRR has completed the gate work at the Grove Street and Kreutzer Road railroad crossings. Both sets of crossings gates are operational and the stop signs have been removed.

Mayor Sass reported that the Village offices will be closed on Monday January 18<sup>th</sup> in observance of Martin Luther King Day.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Trustee Kadakia reported on the CMAP Water Task Force Committee Meeting he attended and that the group continued work on the water policy. He also stated that they discussed HB4757 regarding underground water ownership and it was the consensus of the Committee to discuss this further with State Representative Mike Tryon. Trustee Kadakia also noted that the next Water Task Force meeting is scheduled for February 10, 2010 at 9:00 a.m. and as he will be out of the country, he would like someone to attend this meeting in his place.

**EXECUTIVE SESSION:**

**A MOTION was made at 7:47 p.m. to enter into Executive Session for the purpose of a) Probable or Imminent Litigation and Pending Litigation**

**MOTION: Trustee Piwko**  
**SECOND: Trustee Leopold**  
**The Voice Vote noted all ayes and the motion carried.**

**A MOTION was made at 8:00 p.m. to exit Executive Session.**

**MOTION: Trustee Leopold**  
**SECOND: Trustee Mercer**  
**The Voice Vote noted all ayes and the motion carried.**

**ACTION ON CLOSED SESSION ITEM: None**

**ADJOURNMENT:**

**A MOTION was made to adjourn the meeting at 8:01 p.m.**

**MOTION: Trustee Fender**  
**SECOND: Trustee Piwko**  
**The Voice Vote noted all ayes and the motion carried**

Respectfully submitted,

Barbara Read  
Recording Secretary