

VILLAGE OF HUNTLEY
VILLAGE BOARD MEETING
June 22, 2017
MINUTES

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, June 8, 2017 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, Timothy Hoefl, 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, Director of Development Services Charles Nordman, Director of Finance Cathy Haley, Director of Public Works and Engineering Tim Farrell, Chief Robert Porter and Village Attorney John Cowlin.

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

PUBLIC COMMENTS: None

CONSENT AGENDA:

- a) Approval of a Resolution approving the Centegra Health System Family Health Fest – Centegra Health Care Campus - 10350 Haligus Road
- b) Approval of an Ordinance Granting Relief from the Requirements of the Regency Square Development Guidelines for the Installation of New Ground Signs for 7-Eleven, 12400 Princeton Drive
- c) Approval of an Ordinance Approving (i) a Final Planned Unit Development, including any necessary relief and (ii) a Special Use Permit for a Restaurant with a Drive-Through to accommodate the proposed Panera Bread Restaurant on Outlot 5 of the Huntley Grove Commercial Subdivision
- d) Approval of an Ordinance Ascertainig the Prevailing Rate of Wages for Laborers, Mechanics, and other Workers Engaged in the Construction of Public Works Under the Jurisdiction of the Village of Huntley
- e) Approval of the June 22, 2017 Bill List in the amount of \$437,035.90

Mayor Sass reported that all other items on the Consent Agenda were discussed at the Committee of the Whole and asked if the Board had any changes to the Consent Agenda; there were none.

A MOTION was made to approve the Consent Agenda.

MOTION: Trustee Kanakaris

SECOND: Trustee Goldman

AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg

NAYS: None

ABSENT: None

The Motion Carried: 6-0-0

ITEMS REMOVED FROM THE CONSENT AGENDA:

- a) Approval of the May 25, 2017 Village Board Meeting Minutes

Mayor Sass reported that this item was removed from the Consent Agenda because Trustee Hoeft was absent. Mayor Sass asked if the Village Board had any additional comments or changes; there were none.

A MOTION was made to approve the May 25, 2017 Village Board Meeting Minutes.

MOTION: Trustee Westberg

SECOND: Trustee Kanakaris

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

NAYS: None

ABSENT: None

ABSTAIN: Trustee Hoeft

The Motion Carried: 5-0-0-1

- b) Approval of the June 1, 2017 Committee of the Whole Meeting Minutes

Mayor Sass reported that this item was removed from the Consent Agenda because Trustee Westberg was absent. Mayor Sass asked if the Village Board had any additional comments or changes; there were none.

A MOTION was made to approve the June 1, 2017 Committee of the Whole Meeting Minutes.

MOTION: Trustee Leopold

SECOND: Trustee Goldman

AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold and Piwko

NAYS: None

ABSENT: None

ABSTAIN: Trustee Westberg

The Motion Carried: 5-0-0-1

- c) Consideration of a Resolution Approving a Temporary Use Permit for Huntley Fall Fest Committee to Hold a Carnival and Temporary Sign Request

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

Trustee Leopold stated that he believes that they should only be allowed to serve beer and wine per the Liquor Code.

There were no other comments or questions.

A MOTION was made to approve a Resolution Approving a Temporary Use Permit for Huntley Fall Fest Committee to Hold a Carnival and Temporary Sign Request

MOTION: Trustee Kanakaris

SECOND: Trustee Westberg

AYES: Trustees: Goldman, Hoeft, Kanakaris and Westberg

NAYS: Trustees: Leopold and Piwko

ABSENT: None

The Motion Carried: 4-2-0

ITEMS FOR DISCUSSION AND CONSIDERATION:

- a) Conceptual Review of a Proposed Building Addition and Elevations for the American Legion, 11712 Coral Street

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that the American Legion, 11712 Coral Street, is proposing to construct a building addition that will add approximately 500 square feet. The addition will be located along the east elevation of the existing building and will allow for reconfigured bathrooms and an expanded bar area. The addition would also provide a handicap accessible ramp to the rear parking lot.

Staff Analysis

The addition and deck will extend over the Legion's east lot line and would require modification of the existing License Agreement between the Village and the Legion dated September 22, 2016. The agreement currently allows the Legion to use Lot 2 for their outdoor patio / honor garden. The total combined number of parking stalls in the Legion and Village parking lots will be 37. The plan requires reducing by 3 inches the width of 18 parking stalls on the south side of the Village's portion of the parking lot to 9'-9", maintaining 5 of the Legion's parking stalls at 9 feet in width, and converting one to a handicap space (6 total spaces would be dedicated for the Legion). The reduction in width is needed to accommodate the Legion's handicap accessible ramp to the new addition, as the ramp must extend approximately 5 feet north of the building. The remaining 13 stalls would be 10 feet in width.

The Legion's property is zoned B-2 Highway Service which requires a 30 foot front yard setback. The addition will result in the building's front yard setback being reduced from ± 9 feet to ± 7 feet, therefore, requiring relief to increase the nonconformity of the building. The proposed building setback is similar to the setback of other buildings located within the core downtown.

The addition will require site plan review, including any necessary relief, to be approved by the Plan Commission and Village Board. The Legion also intends to submit a Façade Improvement Assistance Program application requesting a grant for \$20,000 for the proposed building addition and improvements.

Director Nordman reported that representatives from Legion Post 673 were in attendance to answer questions.

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

Trustee Piwko asked if there were going to be any changes to the west wall of the Legion; Commander Mike Stojak reported that they would be repainting the wall but leaving the military logos.

Trustee Kanakaris asked if there were other options for the roof color; Mayor Sass stated that they trying to match the color of the roof on the gazebo. Commander Stojak stated that they want to match the gazebo and not BBQ King. Trustee Kanakaris stated that the Legion's roof should be Hunter Green. Trustee Kanakaris asked about the removal of the current windows on the south façade of the building; Commander Stojak reported that the restrooms are expanding and being made ADA accessible so the windows have to be removed.

There were no other comments or questions.

It was the consensus of the Village Board to refer the American Legion to the Plan Commission to begin the formal development review and approval process.

- b) Consideration of a Resolution Approving A Contract Work Scope Addition to Mauro Sewer Construction Inc. in the amount of \$175,947.00 to Complete Additional Water Main Replacement on Smith Drive and to Amend the FY17 Budget

Director of Public Works and Engineer Timothy Farrell reported that on Tuesday, April 18, 2017 the Village received bids from ten (10) contractors for the 2017 Water Main Replacement Program which includes water main replacement of approximately 1,000 feet of 10" pipe on Smith Drive. Mauro Sewer Construction, Inc. provided a bid in the amount of \$268,884.00 and was awarded the project by the Village Board on May 11, 2017.

Staff Analysis

Mauro has started the work and has demonstrated strong work performance. Based on the favorable unit price bid and the good work performance of the contractor, it is proposed that the project be extended as illustrated in the attached exhibit. The proposed additional 10" water main equals approximately 725 feet and would cost \$175,947.00 based on the unit cost bid schedule. The project work scope addition has been reviewed by Staff and the consultant engineer, Christopher B. Burke Engineering, Ltd (CBBEL).

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Promote Sound Financial Management and Fiscal Sustainability* as a Strategic Priority, and "Enhance asset management program to sustain level of service at economical life cycle cost" as an objective.

Financial Impact

The FY 17 Budget includes \$325,000 for the Water Main Replacement Program in the Water Equipment Replacement Fund 21-10-4-7725. A budget amendment is required to complete this work, with the additional cost to come from the fund balance.

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

Trustee Hoeft asked if all of Smith Drive was completed; Director Farrell stated that about one-half of Smith Drive was completed.

There were no other comments or questions.

A MOTION was made to Approve a Resolution to Approve A Contract Work Scope Addition to Mauro Sewer Construction Inc. in the amount of \$175,947.00 to Complete Additional Water Main Replacement on Smith Drive and to Amend the FY17 Budget

MOTION: Trustee Leopold

SECOND: Trustee Hoeft

AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg

NAYS: None

ABSENT: None

The Motion Carried: 6-0-0

- c) Consideration of a Resolution Designating the Director of Finance as the Treasurer of the Village of Huntley

Village Manager David Johnson reported that appointment of the Village Treasurer, who also serves as the Village Collector, is provided for in the Village's Municipal Code Title III, Chapter 31. The Treasurer shall receive all money and sums belonging to the Village and shall keep the books and accounts in a manner prescribed by ordinance and the statutes of the state.

Staff Analysis

A resolution is required to appoint a Village Treasurer along with those respective duties. The current Village Treasurer is retired Director of Finance Jennifer Chernak. The new Director of Finance is Cathy Haley, and one of the duties of the position is to be appointed as Village Treasurer and fulfill the duties of this role as stated in the Village's Municipal Code Title III, Chapter 31 effective immediately.

Legal Analysis

Per the Village's Municipal Code, the Village Treasurer must be appointed by the President with the advice and consent of the Board of Trustees pursuant to ILCS Ch. 65, Act 5, § 3.1-30-5.

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

A MOTION was made to Approve a Resolution Appointing Director of Finance Cathy Haley as Village Treasurer.

MOTION: Trustee Leopold

SECOND: Trustee Piwko

AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg

NAYS: None

ABSENT: None

The Motion Carried: 6-0-0

- d) Consideration of a Resolution Designating Director of Finance Cathy Haley as the Authorized Agent of the Village of Huntley for the Illinois Municipal Retirement Fund Program

Village Manager David Johnson reported that every entity that participates in the Illinois Municipal Retirement Fund (IMRF) is required to designate an Authorized Agent. New Director of Finance Cathy Haley requires appointment as the Village's Authorized IMRF Agent.

Staff Analysis

A resolution is required to assign IMRF Authorized Agent duties. The current IMRF Authorized Agent is retired Director of Finance Jennifer Chernak. Director of Finance Cathy Haley has completed the necessary training to fulfill this role and can take on these responsibilities effective immediately. Accounting Supervisor Julie Langos will be designated the alternate.

Legal Analysis

To participate in IMRF, the Village is required to designate an Authorized Agent. This is purely administrative, and any changes in Village policy or participation in IMRF require Board approval.

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

A MOTION was made to Approve a Resolution Designating Director of Finance Cathy Haley as the Village’s IMRF Authorized Agent and Julie Langos as the Alternate.

MOTION: Trustee Piwko
SECOND: Trustee Goldman
AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg
NAYS: None
ABSENT: None
The Motion Carried: 6-0-0

- e) Consideration of an Ordinance Creating Certain Parking Regulations in the Village of Huntley/Ackman Road

Chief Porter reported that Ackman Road from Disbrow Street west to Sawyer Street is currently posted for “No Parking This Side of Street” on the south side of the road.

Staff Analysis

An ordinance has been prepared for Village Board consideration to prohibit parking on the north side (westbound) of Ackman Road. The restriction is proposed to begin at Route 47 on the east and end at Sawyer Street on the west (see exhibit). The parking restriction would be adjusted on the south side of Ackman Road to extend the restriction east from Disbrow Street to Route 47 to match the north side.

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

A MOTION was made to Approve an Ordinance Creating Certain Parking Regulations in the Village of Huntley/Ackman Road.

MOTION: Trustee Hoeft
SECOND: Trustee Kanakaris
AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg
NAYS: None
ABSENT: None
The Motion Carried: 6-0-0

VILLAGE ATTORNEY’S REPORT: None

VILLAGE MANAGER’S REPORT:

Trustee Leopold asked about the status of the multi-use path project and if it was being stopped because of no State Budget; Village Manager Johnson stated that work on the project will stop on July 1st. Director Farrell reported that about 99% of the concrete has been poured but the project still needs the pedestrian signals and work on the path. Village Manager Johnson stated that unfortunately, it will look like a construction zone once the project stops.

Trustee Kanakaris asked about the Park District putting in extra parking at Tomaso Park; Village Manager Johnson reported that Staff met with the Park District to discuss options. The Park District reported that during non-tournament use there is enough parking in the lot. Village Manager Johnson reported that there was a tournament two (2) weeks ago and there was enough parking in the lot and noted the location of overflow parking.

VILLAGE PRESIDENT’S REPORT:

Mayor Sass reported that there will be no meeting on June 29th as it is the 5th Thursday of the month and that the July 6th Committee of the Whole meeting is cancelled.

Mayor Sass reported that the Village’s new and improved fireworks show will take place on July 4th at Deicke/Warrington (rain date July 8th).

UNFINISHED BUSINESS: None

NEW BUSINESS: None

EXECUTIVE SESSION: None

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 7:20 p.m.

MOTION: Trustee Piwko

SECOND: Trustee Westberg

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary