

**VILLAGE OF HUNTLEY**  
**VILLAGE BOARD MEETING**  
**April 12, 2018**  
**MINUTES**

**CALL TO ORDER:**

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, April 12, 2018 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 Hoeft, Harry Leopold, John Piwko and JR Westberg.

**ABSENT:** Trustee Niko Kanakaris

**IN ATTENDANCE:** Village Manager David Johnson, Assistant Village Manager Lisa Armour, Management Assistant Barbara Read, Director of Public Works and Engineering Timothy Farrell, Director of Development Services Charles Nordman and Village Attorney John Cowlin.

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

**SPECIAL PRESENTATION:**

- a) 2018 Arbor Day Proclamation

Mayor Sass read the following proclamation:

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life giving oxygen, and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees in our Village increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal;

THEREFORE, BE IT RESOLVED that I, Charles H. Sass, Mayor of the Village of Huntley formally declare April 21, 2018, as an Arbor Day Celebration in the Village of Huntley, and urge all citizens to celebrate Arbor Day and to support efforts to protect trees and woodlands, and participate in the Green & Clean Huntley Day 2018.

**PUBLIC COMMENTS:** None

**ITEMS FOR DISCUSSION AND CONSIDERATION:**

- a) Consideration – Approval of the March 22, 2018 Liquor Commission and March 22, 2018 Village Board Meeting Minutes

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

**A MOTION was made to approve the March 22, 2018 Liquor Commission and March 22, 2018 Village Board Meeting Minutes**

**MOTION: Trustee Leopold**  
**SECOND: Trustee Piwko**  
**AYES: Trustees: Goldman, Hoeft, Leopold, Piwko and Westberg**  
**NAYS: None**  
**ABSENT: Trustee Kanakaris**  
**The motion carried: 5-1-0**

- a) Consideration – Approval of the April 12, 2018 Bill List in the amount of \$312,872.88

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

**A MOTION was made to approve the April 12, 2018 Bill List in the amount of \$312,872.88.**

**MOTION: Trustee Piwko**  
**SECOND: Trustee Goldman**  
**AYES: Trustees: Goldman, Hoeft, Leopold, Piwko and Westberg**  
**NAYS: None**  
**ABSENT: Trustee Kanakaris**  
**The motion carried: 5-1-0**

- b) Consideration – An Ordinance Approving the Historic Landmark Designation of 11120 South Church Street

Director of Development Services Charles Nordman reported that the petitioners, Tom and Barb Conley, request the Village Board’s consideration for the landmark designation of the property located at 11120 South Church Street according to the Historic Preservation Ordinance, Section 159.021 Designation Procedures.

The Victorian/folk residence at 11120 Church Street was built in 1893 by William Butler on a fieldstone foundation, employing the conventional lumber construction method used in the late 19<sup>th</sup> century. The clapboard porches and gable roof peaks includes fretwork surviving from the structure’s original construction.

The Conleys purchased the property in 2005 and set out to restore and rehabilitate the interior and exterior of the structure over the following eighteen (18) months. The property is currently listed for sale.

The Historic Preservation Ordinance, Section 159.015 established criteria under which a structure may be recommended for designation as a landmark including general considerations, architectural

significance and historical significance. The petitioners note the subject property embodies significant architectural character, singular physical characteristics and that the utilitarian residence provides a glimpse to the Village's past. Significant architectural and singular physical characteristics of the structure include the peaked-roof tower element above the northwest corner front porch, the casket doorway on the southern elevation near the southeast corner of the residence, and the overall maintenance and restoration of the structure that belies the 125 years that have passed since the original construction of the historic residence.

Staff Analysis

The Historic Preservation Commission conducted a public hearing to consider the petitioners' request on March 20, 2018, and with no members of the public offering testimony in favor or opposition to the request, unanimously (by a vote of 6 to 0) recommended approval of the Landmark Designation for the subject property at 11120 South Church Street.

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

**A MOTION was made to approve an Ordinance Approving the Historic Landmark Designation of 11120 South Church Street.**

- MOTION: Trustee Goldman**
- SECOND: Trustee Westberg**
- AYES: Trustees: Goldman, Hoeft, Leopold, Piwko and Westberg**
- NAYS: None**
- ABSENT: Trustee Kanakaris**
- The motion carried: 5-1-0**

- c) Consideration – An Ordinance Approving (i) a Text Amendment to the Village of Huntley Zoning Ordinance Section 156.045 “M” Manufacturing District to add “Microbrewery, Winery” as a Special Use; (ii) a Special Use Permit for a Microbrewery in the “M” Manufacturing District; and (iii) Site Plan Review, including any relief as may be necessary to allow for development pursuant to the requirements of Section 156.068 and Section 156.204 of the Huntley Zoning Ordinance

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that Union Special LLC and Sew Hop'd Brewery propose installation of a ±2,700 square foot (the subject lease space includes a mezzanine area of 830 square feet) microbrewery and outdoor seating area at the southeast corner of the Union Special facility near the intersection of Union Special Plaza and Borden Street. In addition to the production of craft beer, operations include a taproom and outdoor patio (80 seats inside with between 30 to 40 seats outside), as well as the distribution of beer to local restaurants. The expected days and hours of operation are as follows (subject to change):

- Tuesday through Thursday: 4:00 to 10:00 p.m.
- Friday: 4:00 to 11:00 p.m.
- Saturday: 12:00 to 11:00 p.m.
- Sunday: 12:00 to 9:00 p.m.

Parking for the facility will be accommodated within the existing Union Special parking areas to the south and east of the proposed microbrewery.

In order to accommodate the use within the “M” Manufacturing District a text amendment to the Zoning Ordinance is required to include Microbrewery, Winery as a Special Use, as well as the subsequent review of the Special Use Permit application and Site Plan Review for the proposed exterior improvements for the brewery.

The petitioner will be required to seek separate approval for a liquor license at a later date. An amendment to the Liquor Code will be required to create a new liquor license class for a microbrewery.

#### Staff Analysis

The Zoning Ordinance includes *microbrewery, winery* as a Permitted Use in the “ORI” Office, Research and Industrial district, but is not accommodated as a Permitted or Special Use in any other zoning district. Therefore, the petitioner is requesting to amend the Zoning Ordinance to allow *microbrewery, winery* as a Special Use within the “M” Manufacturing District in order to accommodate the request for the microbrewery within the Union Special facility.

#### Standards for Amendments

The Huntley Zoning Ordinance Section 156.211 Amendments specifies the procedure for considering proposed changes to the zoning code text including (E) *Standards for Amendments* whereby the decision of whether a proposed amendment should be granted or denied is weighed against whether or not the public good demands or requires the amendment to be made. The business plan prepared and submitted as part of the Sew Hop’d Microbrewery development application serves to demonstrate the public good offered by the proposed development not currently accommodated under the existing Zoning Ordinance.

#### Site Plan and Parking

The Sew Hop’d Brewery proposes seating for ±120 customers (80 inside with ±40 patio seats), requiring 0.3 parking spaces per seat or thirty-six (36) total parking stalls. The parking area adjacent to the south of the proposed taproom includes sixty-six (66) parking stalls with approximately 270 additional parking stalls in the parking area to the east. The property owner intends to repair, seal coat and restripe the parking lots and construct new sidewalks providing access to the brewery.

The ±25’ x ±36’ (900 square feet) outdoor patio proposed at the base of the chimney at the southeast corner of the facility will be bordered by a decorative fence with piers, screened by two (2) ornamental trees adjacent to the east with two (2) additional trees proposed along the south side of the site adjacent to the entryway to the brewery/taproom.

#### Building Elevations

The proposed exterior improvements to the Union Special facility include construction of the main entry doorway to the brewery as well as reconstruction of the three (3) window openings, currently filled with glass block/cantilevered vents, along the building’s southern elevation with two (2) casement-style windows and another doorway near the southeast corner of the brewery/taproom. The curved pediment architectural-detail above each of the existing window openings will be kept as well as added above the proposed main brewery doorway.

#### Signage

The Sew Hop’d microbrewery proposes a nine (9’) foot tall, thirty-four (34) square feet monument sign adjacent to Route 47 and a ±48 square feet sign on the Union Special historic chimney feature adjacent to the brewery facility.

The Village’s Sign Ordinance allows one ground sign per lot and Union Special property currently has

two (2) ground signs, therefore the proposed monument sign requires relief to allow a third ground sign. While the proposed monument sign location is currently not specified, it shall be required to be located no closer than ten (10') feet from all property lines/right-of-way as well as outside any vision clearance triangles.

In regard to the proposed wall signage for the facility, the Sign Ordinance allows wall signs to not exceed one (1) square foot for each lineal foot of street frontage and the proposed microbrewery has approximately sixty (60) feet of frontage along Union Special Plaza; therefore, the proposed forty-eight (48) square feet “chimney” wall sign meets this requirement.

#### Required Relief

The proposed signage for the microbrewery requires the following relief:

- i. Monument sign – the Village’s Sign Ordinance allows one (1) ground sign per lot and Union Special currently has two (2) ground signs, therefore, the proposed Sew Hop’d monument sign requires relief to accommodate a third ground sign.

#### Village Board Concept Review

The Village Board reviewed the conceptual plans on May 18, 2017. The following is a summary of the comments by the Village Board:

- The Village Board encouraged the petitioner to coordinate food delivery with local restaurants and monitor the collection of any trash in the adjacent parking areas associated with the food delivery.
- The Village Board confirmed take-out beer containers would be sufficiently sealed. *The petitioner stated that 64 and 32 ounce take-out beer containers would meet applicable regulations.*
- Internal access from the Union Special building to the microbrewery was discussed to insure children attending sports activities would not have access to the facility. *The petitioner noted that there is no access proposed from this portion of Union Special.*

#### Plan Commission Recommendation

The Plan Commission conducted a public hearing to consider the petitioners’ request on March 26, 2018, and, with no members of the public offering testimony in favor or opposition to the request, unanimously recommended approval of the petition by a vote of 5 to 0, subject to the following conditions:

1. All public improvements and site development must occur in full compliance with the submitted plans (see list of exhibits) and all other applicable Village Municipal Services (Engineering, Public Works, Planning and Building) site design standards, practices and permit requirements.
2. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
3. No building plans or permits are approved as part of this submittal.
4. No sign permits are approved as part of this submittal.

#### Strategic Plan Priority

The 2016-2020 Strategic Plan identifies “*Promote New Business Development, Retention, and Expansion*” as a Strategic Priority, “*Attract and Retain Businesses to Enhance Tax Base and Create New Jobs*” as a goal, and “*Work with commercial property owners to attract additional restaurants and*

shopping opportunities” as an objective.

Legal Analysis

The proposed microbrewery will require a liquor license, therefore, the petitioner will return before the Village Board closer to the opening of the establishment to formally request the required liquor license. An amendment to the Liquor Code will be required to create a new liquor license classification.

Director Nordman reported that representatives of the petition were in attendance to answer questions.

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

Trustee Westberg stated that repurposing the stack for the sign is a nice idea and use.

There were no other comments or questions.

**A MOTION was made to approve an Ordinance for (i) a Text Amendment to the Village of Huntley Zoning Ordinance Section 156.045 “M” Manufacturing District to add “Microbrewery, Winery” as a Special Use; (ii) a Special Use Permit for a Microbrewery in the “M” Manufacturing District; and (iii) Site Plan Review including required relief to accommodate the proposed microbrewery in the Union Special facility.**

**MOTION: Trustee Leopold**

**SECOND: Trustee Hoeft**

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

**NAYS: None**

**ABSENT: Trustee Kanakaris**

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

d) Consideration – A Resolution Reducing a Letter of Credit for BBQ King Huntley, LLC

Village Manager David Johnson reported that per the terms of the Redevelopment Agreement with BBQ King Huntley, LLC, approved via Ordinance (O) 2017-08.38, the developer/bank providing financing (Prairie Community Bank) provided an irrevocable Letter of Credit (LOC) in the Village’s favor in the amount of \$1,010,000 (Building Shell Cost - \$918,125+10%) to ensure completion of the building shell in the event that the developer is unable to complete construction of the shell. The LOC includes a provision that allows for up to three reductions as work is completed. This is the first request to reduce the LOC.

Staff Analysis

The developer has submitted sworn contractor statements documenting that to date, \$695,255 of work has been completed on the Building Shell. Per the terms of the Letter of Credit, it shall be reduced as follows:

Building Shell	10%	Total LOC	Work Completed To Date	Remaining Work	10%	New LOC Amount
\$918,125	\$91,875	\$1,010,000	\$695,255	\$222,870	\$22,300	\$245,170

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

**A MOTION was made to approve a Resolution Reducing a Letter of Credit for the BBQ King Huntley, LLC.**

- MOTION: Trustee Leopold**
- SECOND: Trustee Hoeft**
- AYES: Trustees: Goldman, Hoeft, Leopold, Piwko and Westberg**
- NAYS: None**
- ABSENT: Trustee Kanakaris**
- The motion carried: 5-1-0**

- e) Consideration – A Resolution Authorizing Payment of Reimbursement No. Two to BBQ King Huntley, LLC in Accordance with the Approved Redevelopment Agreement

Village Manager David Johnson reported that per the terms of the Redevelopment Agreement with BBQ King Huntley, LLC, approved via Ordinance (O) 2017-08.38, three reimbursements for eligible project costs were to be paid to the developer upon meeting key project milestones: \$50,000 to be paid within five days of closing (paid in September, 2017); \$50,000 to be paid upon completion of the Building Shell (restaurant and tenant spaces) as defined in the Redevelopment Agreement, and the remaining payment to be paid upon issuance of a temporary certificate of occupancy (\$75,000 if issued within 195 calendar days of closing, or \$50,000 if no later than 270 calendar days).

Staff Analysis

The project is nearing the point of Building Shell completion and the second reimbursement payment of \$50,000 will be due to the developer. The payment will not be released until written acknowledgement that the completed construction has met all requirements of the Village approved plans for the Building Shell, which does not include tenant build-out improvements, demising walls, and concrete floors and HVAC systems.

Financial Impact

The FY2018 Budget includes funding for the remaining reimbursements in the Downtown TIF Fund in line item 16-10-4-7720.

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

**A MOTION was made to approve a Resolution Authorizing Payment of Reimbursement No. Two to BBQ King Huntley, LLC in Accordance with the Approved Redevelopment Agreement.**

- MOTION: Trustee Westberg**
- SECOND: Trustee Piwko**
- AYES: Trustees: Goldman, Hoeft, Leopold, Piwko and Westberg**
- NAYS: None**
- ABSENT: Trustee Kanakaris**
- The motion carried: 5-1-0**

- f) Consideration – A Resolution Authorizing a Service Agreement with Stewart Spreading, Inc. for the 2018-2020 Biosolids Management Program and Waiving Competitive Bidding

Village Manager David Johnson reported that the East and West Wastewater Treatment Plants have

facilities to process and store biosolids. As part of the wastewater treatment plant process, each day solids must be removed from the primary waste treatment stream. Waste sludge is diverted to a solids holding tank and remains under aeration for a minimum of two weeks. Following this treatment, waste sludge is mixed with polymer before being sent through a belt filter press. The result of this final process is a sludge cake which is stored onsite within sludge storage pads. The service contractor removes sludge from the wastewater plants storage pad, distributes onto agricultural farm fields and incorporates into the soil in accordance with regulatory land application rates. Included in this service, the contractor provides the Village with the appropriate laboratory and manifest data needed to comply with the regulatory authorities including the IEPA, IEMA, and USEPA.

#### Staff Analysis

Due to the specialized services of bio-solids land application and limited companies that perform this work, staff was only able to obtain two viable and qualified competitive quotes as follows:

Stewart Spreading, Inc. Sheridan, IL:	\$16.50/Cubic Yard
Synagro Central, LLC, Elgin, IL:	\$23.00/Cubic Yard

The Village produces on average 4,500 cubic yards up to a historical maximum of 5,450 cubic yards of sludge annually required for disposal. Stewart Spreading has been disposing of the Village's Wastewater Treatment Plant bio-solids for the last seven consecutive years. To keep costs competitive, the contract has a three year term with a 2% annual increase or a CPI adjustment, whichever is greater.

#### Financial Impact

The FY2018 budget includes \$90,000.00 in the Sewer Operating Fund, line item 11-90-2-6350 for Sludge Disposal.

#### Legal Analysis

The Village Attorney has reviewed the agreement.

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

Trustee Leopold asked if this item did not go out for bid. Village Manager Johnson reported that Staff went out for pricing but there was no formal bid process.

There were no other comments or questions.

**A MOTION was made to approve a Resolution Authorizing a Service Agreement with Stewart Spreading, Inc. for the 2018-2020 Biosolids Management Program.**

**MOTION: Trustee Westberg**

**SECOND: Trustee Piwko**

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

**NAYS: None**

**ABSENT: Trustee Kanakaris**

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

- g) Consideration – A Resolution Authorizing a Support Services Agreement with Concentric Integration for SCADA System Management Services

Village Manager David Johnson reported that the East and West Wastewater Treatment Plants, 14 Sanitary Lift Stations, five Water Treatment Plants and five Water Towers are connected via radio



and/or internet connection to a central computer network located at the West Wastewater Treatment Plant. Functions of the system include: alarm condition call outs, reporting system data entry, creation of monthly IEPA reports, remote visual access and control of plant process equipment. Available technology assists operations by limiting staff time to transient occupancy at remote water treatment facilities thereby allowing reduced staffing levels with flexibility to perform other required duties. Uninterrupted monitoring allows staff the ability to maintain a consistent level of service for the residents, as well.

#### Staff Analysis

Concentric Integration has been performing the Village's SCADA (Supervisory Control and Data Acquisition) integration since 2006, and is considered a sole vendor due to the specialized and unique nature of the system.

The Utilities Division computer servers monitor plant operations, create monthly IEPA required reports, generate alarms, and allow operators remote access. The safety of the system relies on firewalls and related equipment to be working properly. The network needs periodic proactive monitoring, updating and adjustments to operate securely and efficiently. Concentric has submitted the attached Support Services Agreement that defines the proposed work for this task.

#### Financial Impact

The FY2018 Budget includes funding for SCADA System Maintenance (\$20,000 in line item 21-10-4-7725 and \$20,000 in line item 12-10-4-7735). The Support Services Agreement is in the amount of \$27,050.

#### Legal Analysis

The Village Attorney has reviewed the agreement.

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

Trustee Westberg asked if this was a one-time purchase. Village Manager Johnson stated that this service agreement was for existing equipment.

There were no other comments or questions.

**A MOTION was made to approve a Resolution Authorizing a Support Services Agreement with Concentric Integration for SCADA System Management Services.**

**MOTION: Trustee Westberg**

**SECOND: Trustee Goldman**

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

**NAYS: None**

**ABSENT: Trustee Kanakaris**

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

- h) Consideration – A Resolution Awarding a Contract to Concentric Integration for Well #9 Instrument and Control Replacement

Village Manager David Johnson reported that the East and West Wastewater Treatment Plants, 14 Sanitary Lift Stations, five Water Treatment Plants and five Water Towers are connected via radio and/or internet connection to a central computer network located at the West Wastewater Treatment

Plant. Functions of the system include: alarm condition call outs, reporting system data entry, creation of monthly IEPA reports, remote visual access and control of plant process equipment. Available technology assists operations by limiting staff time to transient occupancy at remote water treatment facilities thereby allowing reduced staffing levels with flexibility to perform other required duties. Uninterrupted monitoring allows staff the ability to maintain a consistent level of service for the residents, as well.

#### Staff Analysis

After a qualification-based process, Concentric Integration was selected and has been performing the Village's SCADA (Supervisory Control and Data Acquisition) integration since 2006. Network security, system familiarity and quality of workmanship are considerations for waiver of competitive bidding for a specialized system such as SCADA. Concentric Integration was selected as a sole vendor for the Village's SCADA system in 2007 and has provided satisfactory performance.

All mechanical functions at the water treatment plants are controlled by Allen-Bradley Programmable Logic Controllers (PLCs). The computers operate the plant and are a vital part of the communication system. The original computers at Well #9 have been operating for over eighteen years. Due to the prolonged years of service, these computers are showing signs of fatigue and are becoming prone to failures. Allen-Bradley has discontinued these models; consequently replacement parts are very costly. Replacing the entire PLC with AB's new model is the most cost effective and efficient option. Upgrade will include lightning surge protection and will reinforce the current grounding system.

#### Financial Impact

The FY2018 Budget includes funding of \$40,000 for this project in Water Equipment Replacement Fund Line Item 21-10-4-7722.

#### Legal Analysis

The Village Attorney has reviewed this item.

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

Trustee Piwko asked how staff is notified if the system fails. Director of Public Works and Engineering Timothy Farrell reported that the alarm system goes directly to staff's cellphone.

There were no other comments or questions.

#### **A MOTION was made to approve a Resolution Awarding a Contract to Concentric Integration for Well #9 Instrument and Control Replacement.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Hoeft**

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

**NAYS: None**

**ABSENT: Trustee Kanakaris**

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

- i) Consideration – A Resolution Awarding a Contract to Concentric Integration for East Wastewater Plant Instrument and Control Replacement

Village Manager David Johnson reported that the East and West Wastewater Treatment Plants, 14 Sanitary Lift Stations, five Water Treatment Plants and five Water Towers are connected via radio and/or internet connection to a central computer network located at the West Wastewater Treatment Plant. Functions of the system include: alarm condition call outs, reporting system data entry, creation of monthly IEPA reports, remote visual access and control of plant process equipment. Available technology assists operations by limiting staff time to transient occupancy at remote water treatment facilities thereby allowing reduced staffing levels with flexibility to perform other required duties. Uninterrupted monitoring allows staff the ability to maintain a consistent level of service for the residents, as well.

#### Staff Analysis

After a qualification-based process, Concentric Integration was selected and has been performing the Village's SCADA (Supervisory Control and Data Acquisition) integration since 2006. Network security, system familiarity and quality of workmanship are considerations for waiver of competitive bidding for a specialized system such as SCADA. Concentric Integration was selected as a sole vendor for the Village's SCADA system in 2007 and has provided satisfactory performance.

Portions of the East Wastewater Treatment Plant are not integrated into the SCADA system. These parts consist of: sludge thickener building, return and waste sludge pumping, digester tank level and timer control. Automating some older sections of the plant will provide additional operational flexibility. Currently operators need to check running equipment on a frequent basis and manually adjust throughout the day.

#### Financial Impact

The FY2018 Budget includes funding of \$30,000 for this project in Sewer Equipment Replacement Fund Line Item 12-10-4-7735.

#### Legal Analysis

The Village Attorney has reviewed this item.

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

#### **A MOTION was made to approve a Resolution Awarding a Contract to Concentric Integration for East Wastewater Plant Instrument and Control Replacement.**

**MOTION: Trustee Westberg**

**SECOND: Trustee Leopold**

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

**NAYS: None**

**ABSENT: Trustee Kanakaris**

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

- j) Consideration – A Resolution Authorizing a Contract with Hawkins, Inc. for the Purchase of Water and Wastewater Treatment Plant Chemical Products in an Amount Not to Exceed \$120,000.00 and Waiving Competitive Bidding

Village Manager David Johnson reported that water and wastewater plants cannot properly operate without various chemicals. IEPA regulations require the permittee to maintain parameters which only can be met through the use of specific chemicals.

Staff Analysis

The Village has been obtaining water and wastewater treatment chemicals from Hawkins, Inc. for approximately the past 10 years. The quality and consistency of chemicals purchased can have an effect on water and wastewater plant operations and many of the chemicals used by the Village are proprietary in nature. Changing vendors would most likely result in a disruption of plant processes for both the water and wastewater treatment plants. Due to the importance of maintaining compliance with IEPA regulations and the specialized nature of these products, it would be in the Village’s best interest to waive the bidding process for the purchase of these commodities and allow the continued purchase from this vendor.

Financial Impact

The FY2018 budget includes \$90,000 in the Sewer Operating Fund, 11-90-3-6680 and \$30,000 in the Water Operating Fund, 10-80-3-6680 for this item.

Legal Analysis

The Village Attorney has reviewed this item.

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

Trustee Goldman asked if the Village purchased all water and wastewater treatment chemicals from Hawkins. Village Manager Johnson stated yes.

**A MOTION was made to approve a Resolution Authorizing a Contract with Hawkins, Inc. for the Purchase of Water and Wastewater Treatment Plant Chemical Products in an Amount Not to Exceed \$120,000.00 and Waiving Competitive Bidding.**

- MOTION: Trustee Goldman**
- SECOND: Trustee Hoeft**
- AYES: Trustees: Goldman, Hoeft, Leopold, Piwko and Westberg**
- NAYS: None**
- ABSENT: Trustee Kanakaris**
- The motion carried: 5-1-0**

- k) Consideration – A Resolution Authorizing Entering into an Agreement for the Purchase of Water Conditioning Salt from Compass Minerals in an Amount Not to Exceed \$160,000.00 and Waiving Competitive Bidding

Village Manager David Johnson reported that water conditioning salt is a vital component to treating potable water. The water treatment plants cannot produce water without salt. It is of the utmost importance to purchase from a qualified, reliable source to ensure availability of product throughout the year.

Staff Analysis

The Village operates five water treatment plants which utilize the Ion-Exchange process to treat water to IEPA standards. Each water plant has three softeners. Salt is required to regenerate the softeners after a predetermined amount of water is filtered through. Historically, the Village has used Louisiana Rock Salt (LA Rock) for its water conditioning needs. In comparison to other salt sources, LA rock is a cleaner form of rock salt having fewer water insoluble impurities. Utilizing cleaner salt has maintenance

benefits for the brine water holding tanks and water softeners. Staff solicited quotes from the following vendors:

Compass Minerals, Overland Park, KS      \$108.00/Ton  
 Midwest Salt, West Chicago, IL      \$114.00/Ton

The current State of Illinois Joint Purchasing program cost for LA Rock is \$122.20 per ton, which is equivalent to the 7518 Coarse Southern Water Softening Salt on the quote sheet from Compass.

The Village has been obtaining water softening salt from Compass Minerals for 20 years.

Financial Impact

The FY2018 budget includes \$190,000 in the Water Operating Expense Fund, line item 10-80-3-6680 for water treatment chemicals. The remaining \$30,000 is budgeted to fund the purchase of other water treatment plant chemicals.

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

**A MOTION was made to approve a Resolution Authorizing Entering into an Agreement for the Purchase of Water Conditioning Salt from Compass Minerals in an Amount Not to Exceed \$160,000.00 and Waiving Competitive Bidding.**

**MOTION: Trustee Leopold**  
**SECOND: Trustee Westberg**  
**AYES: Trustees: Goldman, Hoeft, Leopold, Piwko and Westberg**  
**NAYS: None**  
**ABSENT: Trustee Kanakaris**  
**The motion carried: 5-1-0**

- l) Consideration – Approval of Payout Request No. 4 in the Amount of \$519,075.00 to Independent Mechanical Industries, Inc. for Wastewater Treatment Facilities Upgrades Project

Mayor Sass reported that on September 14, 2017 the Village Board of Trustees awarded a contract for the Wastewater Treatment Facilities Upgrades project to Independent Mechanical Industries, Inc. (IMI). The contract amount was \$2,940,000.00. IMI started working on November 13, 2017 and has submitted the fourth payout request for the project for work completed through February 28, 2018. Village staff and the Village’s project engineer, EEI, has reviewed the request and all is in order for approval.

Staff Analysis

<u>Pay Request</u>	<u>Total Completed Work</u>	<u>Retention</u>	<u>Previous Payments</u>	<u>Amount Requested</u>
#1	\$65,000.00	\$6,500.00	\$0.00	\$58,500.00
#2	\$115,000.00	\$11,500.00	\$58,500.00	\$45,000.00
#3	\$225,500.00	\$22,550.00	\$103,500.00	\$99,450.00
#4	\$802,250.00	\$80,225.00	\$202,950.00	\$519,075.00

Financial Impact

The FY2017 Budget included partial funding for the Wastewater Treatment Facility Upgrades in the amount of \$1,226,250.00 in the Sewer Capital Fund, 30-90-4-7500. The project carried over into FY2018. The project is funded by a \$3,000,000 debt issuance that was approved by the Village Board on August 24, 2017.

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

Trustee Piwko asked when the project will be completed; Director Farrell reported that it should be completed in late summer as long as there are no change orders.

There were no other comments or questions.

**A MOTION was made to approve Payout Request No. 4 in the amount of \$519,075.00 to Independent Mechanical Industries, Inc. for the Wastewater Treatment Facilities Upgrades project.**

- MOTION: Trustee Hoeft**
- SECOND: Trustee Leopold**
- AYES: Trustees: Goldman, Hoeft, Leopold, Piwko and Westberg**
- NAYS: None**
- ABSENT: Trustee Kanakaris**
- The motion carried: 5-1-0**

**VILLAGE ATTORNEY’S REPORT:** None

**VILLAGE MANAGER’S REPORT:**

Mayor Sass reported that after the Agenda was posted on April 10<sup>th</sup> the Village received a request from the First Congregational Church of Huntley to place banners on Village parkways advertising their *Shopping for Mom* event on April 28, 2018.

Staff Analysis

The Church is seeking approval of the following signage and assistance:

To post five (5) 3’x 10’ banners two weeks prior to the event. They are also requesting the assistance of the Public Works Department to hang the banners in the following locations:

1. Route 47 and Reed Road (in front of American Community Bank)
2. Route 47 and Main Street (northeast corner)
3. Main Street and Huntley/Dundee Road
4. Algonquin Road and Haligus Road
5. Haligus Road and Huntley/Dundee Road

The Zoning Ordinance allows for the issuance of a temporary use permit (TUP) for temporary signs, which are subject to the following conditions: 1) not to exceed 30 days, 2) maximum size of 50 square feet and no more than 8 feet above ground, 3) not to be displayed on a fence or tree, and 4) not to be located in the rights-of-way.

If the above listed sites are unacceptable, the Church requests permission for other sites with the

approval of the Village Manager.

Additionally, no signs will be posted on private property without prior authorization of the property owner and no more than one (1) sign will be placed at any of the specified locations.

A variation from the Ordinance is required to locate the signs in the Village's rights-of-way; and allow off premise signage.

Financial Impact

The Church is requesting that the temporary sign permit fee for the event be waived. Temporary Sign Permit fees for non-profit organizations are waived, per Village Code.

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

*It was the consensus of the Village Board to authorize a Temporary Sign Permit to the First Congregational Church of Huntley to place signs in the Village rights-of-way for their Shopping for Mom event.*

**VILLAGE PRESIDENT'S REPORT:**

Mayor Sass reported that this Saturday, Huntley HS NHS will be holding a Hotcakes for Heroes breakfast for Veterans and 1<sup>st</sup> Responders in the Board Room.

Mayor Sass reported that April 21<sup>st</sup> is Green & Clean Huntley Day. Main Street from Haligus to Ruth Road will be closed to thru traffic and the entrance to Green & Clean will be at Main & Haligus.

Mayor Sass stated that today was Trustee Leopold's Birthday and wished him a Happy Birthday.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** None

**EXECUTIVE SESSION:** None

**POSSIBLE ACTION ON ANY CLOSED SESSION ITEM:** None

**ADJOURNMENT:**

**There being no further items to discuss, a MOTION was made to adjourn the meeting at 7:30 p.m.**

**MOTION:** Trustee Piwko

**SECOND:** Trustee Westberg

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

Respectfully submitted,

Barbara Read  
Recording Secretary