

**VILLAGE OF HUNTLEY  
VILLAGE BOARD MEETING  
May 24, 2018  
MINUTES**

**CALL TO ORDER:**

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, May 24, 2018 at 7:01 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, 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 Finance Cathy Haley, Director of Public Works and Engineering Timothy Farrell, Chief Robert Porter and Village Attorney John Cowlin.

Mayor Sass said a few word about the meaning of Memorial Day and asked for a few moments of silence.

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

**PUBLIC COMMENTS:** None

**SPECIAL PRESENTATIONS:**

- a) Proclamation – National Police Week, May 13-19, 2018

Mayor Sass read the following proclamation:

Honoring the Huntley Police Department and Law Enforcement Personnel Nationwide

WHEREAS, there are more than 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Village of Huntley Police Department;

WHEREAS, since the first recorded death in 1791, more than 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty;

WHEREAS, the men and women of the Huntley Police Department have made the commitment to provide upstanding and unequalled dedication in serving and protecting Huntley residents, businesses and visitors;

WHEREAS, the Huntley Police Department sponsors community events and services such as Bike Huntley, National Night Out, Citizen Police Academy, Neighborhood Watch, Police Explorers, and L.E.A.D. the Way just to name a few; and

WHEREAS, the mission statement of the Village of Huntley Police Department states “With  
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crime prevention and law enforcement as our cornerstone, the Huntley Police Department is committed to providing professional service through a well-trained staff working with the community and other departments and agencies to maintain a safe, friendly village”.

NOW, THEREFORE, BE IT PROCLAIMED, on behalf of the Village Board of Trustees, I Mayor Charles H. Sass, hereby request all residents to publicly salute the service of law enforcement officers in our great community and in all communities across the nation.

Dated this 24<sup>th</sup> day of May, 2018

b) Proclamation – National Public Works Week, May 20-26, 2018

Mayor Sass read the following proclamation:

Designation of the Week of May 20-26 as National Public Works Week

WHEREAS, Public Works services provided in the Village of Huntley play an integral part of our residents lives every day; and

WHEREAS, the Department is responsible for services that include maintenance of public facilities and properties, snow and ice removal; maintenance of the water and wastewater facilities vehicle maintenance; and yearly capital projects for streets improvements; and

WHEREAS, the health, safety and comfort of residents of the Village of Huntley greatly depend on the dedicated efforts of Public Works employees, who deliver these services in a skilled and comprehensive manner; and;

WHEREAS, the Village of Huntley Public Works Department has been presented with various awards over the years honoring their operations and facilities; and

WHEREAS, the theme of 2018 National Public Works Week is “The Power of Public Works”. This year National Public Works Week celebrates the vital role public works plays in connecting us all together. As the cornerstone of civilization, Public Works provides, maintains, and improves the structures and services that assure a higher quality of life for our communities. Its streets, roads, and bridges, keep us linked together from coast to coast, and its clean water and sanitation services keep us healthy and allow our communities to grow and prosper.

WHEREAS, National Public Works Week is an appropriate and timely opportunity to formally thank all of the Village of Huntley Public Works employees for their continued service to our great community.

NOW, THEREFORE, BE IT PROCLAIMED by the Mayor and Board of Trustees that the week of May 20-26, 2018, is recognized as National Public Works Week; and I urge all citizens to recognize the contributions which public works employees make every to our health, safety, comfort and quality of life.

Dated this 24<sup>th</sup> day of May, 2018

c) Proclamation – May is Local History Month

Mayor Sass read the following proclamation:

National Historic Preservation Month

WHEREAS, historic preservation is an effective tool for managing growth, revitalizing neighborhoods, fostering local pride and maintaining community character while enhancing livability; and

WHEREAS, historic preservation is relevant for communities across the nation, both urban and rural, and for Americans of all ages, all walks of life and all ethnic backgrounds; and

WHEREAS, it is important to celebrate the role of history in our lives and the contributions made by dedicated individuals in helping to preserve the tangible aspects of the heritage that has shaped us as a people; and

WHEREAS, May is National Historic Preservation Month aimed at encouraging local preservation partners to develop themes and produce logos which foster their ownership for preservation month; and

WHEREAS, “*Look at Local History*” is the theme throughout McHenry County, Illinois, being held in conjunction with the National Trust for Historic Preservation theme “*This Place Matters*”;

NOW, THEREFORE, I, Charles H. Sass, Mayor of the Village of Huntley, do proclaim May 2018, as National Historic Preservation Month, and call upon the people of the Village to join their fellow citizens across McHenry County in recognizing and participating in this special observance. Passed and Approved this 24<sup>th</sup> of May 2018.

d) Presentation – Pride in Preservation Awards

Mayor Sass invited Ms. Geri Rizzo member of the Historic Preservation Commission to report on the two (2) Pride in Preservation award winners.

Ms. Rizzo gave historic information on the Fitzgerald Residence located at 12407 West Main Street and the Mraz Residence at 11118 Church Street.

**ITEMS FOR DISCUSSION AND CONSIDERATION:**

a) Consideration – Approval of the April 26, 2018 and May 10, 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 April 26, 2018 and May 10, 2018 Village Board Meeting Minutes.**

**MOTION: Trustee Hoeft**  
**SECOND: Trustee Kanakaris**  
**AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg**  
**NAYES: None**  
**ABSENT: None**  
**The motion carried: 6-0-0**

a) Consideration – Approval of the May 24, 2018 Bill List in the amount of \$383,981.79

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 May 24, 2018 Bill List in the amount of \$383,981.79.**

**MOTION: Trustee Westberg**  
**SECOND: Trustee Goldman**  
**AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg**  
**NAYES: None**  
**ABSENT: None**  
**The motion carried: 6-0-0**

b) Consideration – An Ordinance Approving the Issuance of A Video Gaming Location License to BBQ King Smokehouse Huntley, Inc.; 11706 Coral Street

Mayor Sass reported that per the terms of the Redevelopment Agreement with BBQ King Huntley, LLC, approved via Ordinance (O) 2017-08.38, the Village agreed to issue a video gaming license for BBQ King Smokehouse, Inc.(BBQ King) subject to meeting all requirements for the approval of a license. Pursuant to the Village of Huntley Code of Ordinance amendment approved by the Village Board in March 2017, separate approval is required for all gaming requests. As part of the application the following items are required to be submitted:

- Signed Video Gaming Application
- Payment of \$500 per machine
- Signed Video Terminal Operator Application
- Payment of \$1,000 by video gaming terminal operator

Staff Analysis

The Village is in receipt of a Video Gaming Location License application from BBQ King to operate five (5) video gaming machines at 11706 Coral Street. The application has been reviewed by Staff and all is in order for consideration at this time.

Financial Impact

Payment for the Gaming License fees in the amount of \$500 / machine and the Terminal Operator fee in the amount of \$1,000 has been deposited in the appropriate revenue line item in the General Fund.

Legal Analysis

Section 110.60 of the Village Code of Ordinances regulates video gaming in the Village. The application has been reviewed and is in compliance with Section 110.60 Video Gaming.

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 Issuance of a Video Gaming Location License to BBQ King Smokehouse Huntley, Inc.; 11706 Coral Street pursuant to the Village of Huntley Code of Ordinances Section 110.60.**

**MOTION: Trustee Kanakaris**

**SECOND: Trustee Hoeft**

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

**NAYES: None**

**ABSENT: None**

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

c) Consideration – An Ordinance Approving a Special Use Permit for an Indoor Recreation Use in the “M” Manufacturing District for Mighty Moon Bounce LLC. at 10611-10615 Wolf Drive

Village Manager David Johnson reported that Mighty Moon Bounce LLC and 1st Midwest have applied for a Special Use Permit for an Indoor Recreation Use within the “M” Manufacturing-zoned 10611 – 10615 Wolf Drive lease space located at the northeast corner of the easternmost building within the business park. The Special Use Permit would accommodate the ±7,500 square foot indoor inflatables

family entertainment center including up to six (6) inflatable bounce houses, party room, concession stand and arcade machines. In addition to birthday parties and special events, the venue would accommodate “open jumps” and opportunities for team fundraising events. There will be no food preparation within the lease space. In association with scheduled birthday parties or special events, local vendors will deliver food/beverages and/or be provided by those scheduling the particular party or event. The expected days and hours of operation are as follows (subject to change):

Sunday - Thursday 10:00 a.m. to 8:00 p.m.  
Friday and Saturday 8:00 a.m. to 10:00 p.m.

Similar indoor recreation facilities currently operating within the Wolf Business Park include Huntley Gymnastics Academy, CrossFit Huntley, Center Stage Dance Academy, Huntley Cheer Association and Next Level Travel Baseball.

#### Staff Analysis

Based on the minimum parking required for Commercial Recreation uses (0.3 spaces per person of design capacity), twenty-three (23) parking stalls are required for the proposed facility. There are approximately 130 parking spaces within the eastern portion of the Wolf Business Park and approximately sixty (60) parking spaces immediately adjacent to the subject lease space.

#### Plan Commission Recommendation

The Plan Commission conducted a public hearing to consider the petitioners’ request on May 14, 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 7 to 0, subject to the following conditions:

1. All improvements must occur in full compliance with all applicable Village Municipal Services (Engineering, Public Works, Planning and Building), practices and permit requirements.
2. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
3. No Signage is approved as part of the Special Use Permit.

#### 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.

Village Manager Johnson reported that the owner of Mighty Moon Bounce LLC Marina Acevedo was in attendance to answer questions.

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

Trustee Westberg asked if the Post Office will move their trucks on the east side; Village Manager Johnson stated that staff will speak with the Post Office.

Trustee Kanakaris asked if the number of restrooms is adequate; Village Manager Johnson stated that it will all be reviewed during the permit process.

Trustee Kanakaris asked what the capacity of the facility was; Ms. Acevedo stated that only two (2)

parties could take place at the same time so it would be approximately 40 children.

There were no other comments or questions.

**A MOTION was made to approve an Ordinance for a Special Use Permit for an Indoor Recreation Use in the “M-(PUD)” Manufacturing – Planned Unit Development to accommodate Mighty Moon Bounce LLC at 10611-10615 Wolf Drive.**

**MOTION: Trustee Westberg**

**SECOND: Trustee Goldman**

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

**NAYES: None**

**ABSENT: None**

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

- d) Consideration - A Resolution Authorizing Modifications to the Approved Existing Landscaping Along Certain Collector Roads in the Talamore Subdivision

Village Manager David Johnson reported that as a part of the formal public improvement acceptance process for the Talamore Subdivision, the developer, CalAtlantic Homes a Lennar Company, submitted a plan for median landscaping modifications to address possible sight line concerns on Ackman Road, Founders Field, and Talamore Boulevard. The plan was presented to the Village Board on March 8th. Based on resident concerns regarding the modifications, the Village held an informal Open House meeting at the Talamore Clubhouse on April 10th. Approximately 1,000 Talamore homes were notified of the informational meeting. Seventy-five (75) to One Hundred (100) residents attended the Open House, reviewed the plans and communicated suggestions and concerns.

The number of trees to be removed has been reduced significantly. Of the total 2,078 trees in the medians, parkways and common areas along Ackman, Founders Field and Talamore Boulevard, the total number of trees to be removed has been reduced from 123 to 35.

Founders Field Boulevard:

At Ackman Road: All-way stop control/No landscaping removal

At Williams/Hadley: All-way stop control/No landscaping removal  
Drive

At Keating Drive: Remove eleven (11) existing ornamental trees and landscape material in the median; Replace with low height landscape material – Phlox Subulata (Snowflake)

At Hawley Lane: Remove two (2) existing ornamental trees and landscape material in the median, and (2) deciduous trees in the parkway; Replace with low height landscape material – Phlox Subulata (Snowflake)

At Baumgartner Street: Remove ten (10) existing ornamental trees, one (1) deciduous tree and landscape material in the median; Regrade and replace with topsoil, sod and low height landscape material – Thymus Praecox (Purple Carpet)

Talamore Boulevard:

At Keating Drive: Remove eight (8) existing ornamental trees in the median and one (1) deciduous tree in the parkway; Restore and maintain low height landscape material

Additionally, the full access intersection at the westerly most entrance to the unoccupied Pod 5, Talamore Boulevard and Kalsow, is proposed to be modified to right-in from Talamore Boulevard, right-out from Kalsow, and left-in from Talamore Boulevard. Left out from Kalsow to Talamore Boulevard is proposed to be prohibited.

Staff Analysis

Staff has reviewed the proposed plans. All-way stop control is proposed for the intersections of Ackman and Founders Field and Williams/Hadley and Founders Field (formal action to be considered in the next agenda item).

Financial Impact

Improvements will be contracted and paid for by the developer prior to subdivision acceptance.

Mayor Sass thanked Staff for working with the HOA and residents.

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

Trustee Leopold thanked Staff for saving about 90 trees.

There were no other comments or questions.

**A MOTION was made to approve a Resolution to Authorize Modifications to the Approved Existing Landscaping Along Certain Collector Roads in the Talamore Subdivision.**

- MOTION: Trustee Leopold**
- SECOND: Trustee Goldman**
- AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg**
- NAYES: None**
- ABSENT: None**
- The motion carried: 6-0-0**

- e) Consideration – An Ordinance Designating the Intersections of Founders Field Boulevard/ Ackman Road and Founders Field Boulevard and Williams/Hadley Drive as All-Way Stop Control

Village Manager David Johnson reported that a sight distance evaluation/engineering study submitted by the developer for the Talamore Subdivision, CalAtlantic Homes, a Lennar Company, identified possible sight line obstructions at certain intersections along Founders Field Boulevard and Talamore Boulevard. The developer has submitted for consideration a revised traffic control plan that allows the existing landscaping to remain at three intersections within the Talamore Subdivision generally as follows:

Founders Field Boulevard:

At Ackman Road: Add stop control devices including stop signs, advanced warning signs and stop bars for the eastbound and westbound traffic on Ackman Road

and designate intersection as an all-way (3-way) stop intersection per the attached exhibit.

At Williams Drive: Add stop control devices including stop signs, advanced warning signs and stop bars for the northbound and southbound traffic on Founders Field Boulevard and designate intersection as an all-way (4-way) stop intersection. Pavement markings for pedestrian crosswalks will be added per the attached exhibit, as well.

Talamore Boulevard:

At Kalsow Lane: Add signage and pavement markings restricting a left turn from Kalsow Lane onto Talamore Boulevard per the attached exhibit. The allowable turning movements will be a right turn from Kalsow Lane onto Talamore Boulevard; a left and right turn from Talamore Boulevard onto Kalsow Lane.

Staff Analysis

The Manual on Uniform Traffic Control Devices (MUTCD) allows for the following optional criteria that may be considered in an engineering study:

- A. The need to control left-turn conflicts;
- B. The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes;
- C. Locations where a road user, after stopping, cannot see conflicting traffic and is not able to negotiate the intersection unless conflicting cross traffic is also required to stop; and
- D. An intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where multi-way stop control would improve traffic operational characteristics of the intersection.

Based on the sight distance evaluation / engineering study and the MUTCD optional criteria, the proposed traffic control improvements are warranted.

Financial Impact

Improvements will be contracted and paid for by the developer prior to subdivision acceptance.

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

**A MOTION was made to approve an Ordinance Designating the Intersections of Founders Field Boulevard/Ackman Road and Founders Field Boulevard and Williams/Hadley Drive as All-Way Stop Control.**

- MOTION: Trustee Leopold**
- SECOND: Trustee Westberg**
- AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg**
- NAYES: None**
- ABSENT: None**
- The motion carried: 6-0-0**

- f) Consideration – A Resolution Awarding a Bid to Meade Inc. for Pedestrian Warning Beacon Modifications at Haligus Road and Scott Drive/Marlowe Middle School Access Drive

Director of Public Works and Engineering Timothy Farrell reported that this project includes safety modifications at Haligus Road and Scott Drive/Marlowe Middle School access drive. These improvements will provide crash countermeasures targeting the predominant crash types experienced at the intersection by improving driver awareness during pedestrian crossings.

On Thursday, May 10, 2018 the Village received bids from two (2) contractors for the project. The bid results are summarized as follows:

Company Name	Bid Amount
Engineer's Estimate	\$34,603.80
<i>Meade Inc.</i>	\$33,473.95
Virgil Cook & Son Inc.	\$34,094.45

Staff Analysis

The bids have been reviewed by Staff and consulting engineer, Christopher B. Burke Engineering, Ltd (CBBEL). The lowest responsive, responsible bidder for the Pedestrian Warning Beacon Modifications is Meade Inc. in the bid amount of \$33,473.95. All is in order to award the bid to Meade Inc.

Work is anticipated to start on or about June 11th and be complete in 30 days. Village staff will coordinate the project with school officials.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Preserve and Enhance Quality of Life for Village Residents* as a Strategic Priority, and “Protect the Safety and Well-Being of all People Residing in, Working in, or Visiting the Village” as a goal.

Financial Impact

The FY18 Budget includes \$40,000 for the project in the Capital Projects Fund, 02-10-4-7720.

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

Trustee Leopold asked if there would be a button to push to activate the beacon; Director Farrell stated that there was a button to push.

There were no other comments or questions.

**A MOTION was made to authorize a Resolution Approving the Bid Award to Meade Inc. in the Bid amount of \$33,473.95 for pedestrian warning beacon modifications.**

**MOTION: Trustee Hoeft**

**SECOND: Trustee Kanakaris**

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

**NAYES: None**

**ABSENT: None**

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

- g) Consideration – Approval of Payout Request No. 4 in the Amount of \$211,873.33 to Alliance Contractors, Inc. for 1<sup>st</sup> Street Parking Lot Improvements

Mayor Sass reported that on July 27, 2017 the Village Board of Trustees awarded a contract for the 1<sup>st</sup> Street Parking Lot Improvements to Alliance Contractors, Inc. The revised contract amount is \$473,764. The project includes the parking lot improvements at 1<sup>st</sup> Street as well as resurfacing a portion of the parking lot at First Congregational Church to be used for overflow parking.

Alliance Contractors, Inc. has submitted a progress payment request for the 1<sup>st</sup> Street Parking Lot Improvements. Village staff and the Village’s project engineer, CBBEL, has reviewed the request and all is in order for payout.

Staff Analysis

<u>Pay Request</u>	<u>Total Completed Work</u>	<u>Retention (5%)</u>	<u>Previous Payments</u>	<u>Amount Requested</u>
#4	\$397,007.51	\$19,850.38	\$165,283.80	\$211,873.33

Financial Impact

A budget amendment that transferred funds from the Capital Projects Fund to the Downtown TIF Fund 16-10-2-6320 was previously approved for the project in 2017. A budget amendment carrying unexpended funds from FY2017 into FY2018 is on the May 24, 2018 agenda to cover these costs.

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

**A MOTION was made to Approve Payout Request No. 4 in the amount of \$211,873.33 to Alliance Contractors, Inc. for the 1<sup>st</sup> Street Parking Lot Improvements.**

- MOTION: Trustee Hoeft**
- SECOND: Trustee Leopold**
- AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg**
- NAYES: None**
- ABSENT: None**
- The motion carried: 6-0-0**

- h) Consideration – A Resolution Approving a Bid Award to Globe Construction to Complete Sidewalk and Curb Replacement

Director of Public Works and Engineering Timothy Farrell reported that the Sidewalk and Curb Replacement program allows the Village to concentrate on specific areas throughout the Village not targeted for repair through resident service requests and/or the MFT Program. On March 15, 2018 the Village of Cary received bids from five (6) contractors for the Municipal Partnering Initiative (MPI) Sidewalk and Curb Replacement Program. The MPI is a municipality-based buying initiative where communities join forces to procure a wide range of public services in an effort to tap economies of scale. The Village of Cary was the lead MPI community for this project and prepared the necessary contract bid documents. The other three (3) participating communities included the Village of Huntley, the City of Woodstock, and the Village of Fox River Grove. The bid included contract extensions for 2019 and 2020.

The bid results for Year 1 (2018) using the quantities from all four (4) participating municipalities are summarized as follows:

Globe Construction	\$109,541.30
Upland Construction & Maintenance, LLC	\$120,483.10
RAI Concrete, INC.	\$141,814.50
Schroeder & Schroeder, INC.	\$155,616.50
Strada Construction, CO.	\$164,406.32
Alliance Contractors, INC.	\$269,862.00

Globe Construction was the lowest responsible bidder in the amount of \$109,541.30 (Bid Tab enclosed). Using only the Village of Huntley planned quantities, Globe Construction remained the lowest responsible bidder in the not-to-exceed amount of \$25,000.00 (Bid Tab enclosed). The 2018 program will consist of sidewalk removal and replacement identified in the target area. The target area is highlighted in the attached exhibit and includes:

- Various locations along Woodstock Street

Staff Analysis

The bids have been reviewed by Staff and all is in order to award the bid for the Sidewalk & Curb Replacement Program to Globe Construction from Addison, IL.

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 FY18 Budget includes \$25,000 for the Sidewalk Replacement Program. The funding of this project is coming from the Road and Bridge Fund, 45-05-3-6750.

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

**A MOTION was made to approve a Resolution Authorizing the Bid Award to Globe Construction in the amount not to exceed \$25,000.00 for Sidewalk and Curb Replacement.**

- MOTION:** Trustee Leopold
- SECOND:** Trustee Kanakaris
- AYES:** Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg
- NAYES:** None
- ABSENT:** None
- The motion carried: 6-0-0**

- i) Consideration – A Resolution Approving the Bid Award to Mauro Sewer Construction Inc. to Complete the 2018 Water Main Replacement Program

Director of Public Works and Engineering Timothy Farrell reported that over the past several years, there have been numerous water main breaks on Smith Drive in the Bernat Industrial Park as a result of deteriorating and aging pipe. These main breaks consume staff resources, result in water loss, are costly to repair, are disruptive to water users and are likely to continue unless the pipe is replaced with new pipe meeting current material and construction standards. There is approximately 6,300 feet of water main in the industrial park. In 2016 and 2017, 2700 feet of water main has been replaced. For 2018, the

Base Bid project includes water main replacement of approximately 1,350 feet of 10” pipe, valve vaults, fire hydrants and new service connections at the locations identified in the attached exhibit. The Option #1 Bid includes the Base Bid work and an additional 825 feet of 10” pipe on the Smith Court loop. The remaining pipe is programmed for replacement in 2019 and 2020.

On Thursday, April 26, 2018 the Village received bids from five (5) contractors for the 2018 Water Main Replacement Program. The bid results are summarized as follows:

Company Name	Base Bid Amount	Option #1 Bid Amount
Engineer’s Estimate	\$363,788.00	\$519,857.00
Mauro Sewer Construction Inc.	\$282,703.00	\$407,963.00
Concept Plumbing, Inc.	\$310,310.00	\$459,459.00
Stark & Sons Trenching, Inc.	\$323,219.00	\$467,583.00
Copenhaver Construction Co.	\$334,239.83	\$463,003.35
J. Congdon Sewer Service Inc.	\$371,203.50 *	\$483,899.50

\*Corrected from As-Read Bid

Staff Analysis

The bids have been reviewed by Staff and consulting engineer, Christopher B. Burke Engineering, Ltd (CBBEL). The lowest responsive, responsible bidder for the 2018 Water Main Replacement Program is Mauro Sewer Construction Inc. in the Base Bid amount of \$282,703.00 and the Option #1 Bid amount of \$407,963.00. All is in order to award the bid to Mauro Sewer Construction Inc.

Work is anticipated to start on or about August 1 and be complete in 60 days. As has been done in previous years, businesses in the project area will be notified of the project and associated service disruptions.

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 FY18 Budget includes \$325,000 for the Water Main Replacement Program in the Water Equipment Replacement Fund 21-10-4-7725. A budget amendment is necessary if the Option #1 Bid is awarded.

Mayor Sass stated that this was good pricing and because of that thought it was a good idea to go with Option 1 to get more pipe laid. Trustee Hoeft agreed and stated that the pricing is not going to get cheaper.

Mayor Sass asked if the Village Board had any comments, questions or which option they would choose.

It was the consensus of the Village Board to accept Option 1.

**A MOTION was made to authorize a Resolution Approving the Bid Award to Mauro Sewer Construction Inc. with the Option #1 Bid amount of \$407,963.00 for water main replacement.**

**MOTION: Trustee Westberg**

**SECOND: Trustee Kanakaris**

**AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg**  
**NAYES: None**  
**ABSENT: None**  
**The motion carried: 6-0-0**

j) Consideration – A Resolution Approving a Contract Extension to Visu-Sewer, Inc. to Complete Sewer Televising, Jetting and Lining

Director of Public Works and Engineering Timothy Farrell reported that sewer lining allows the Village to repair sewers more cost effectively with minimal disruption to traffic. On March 24, 2017 the Village received bids from five (5) contractors for the Municipal Partnering Initiative (MPI) Sewer Televising and Lining Program. The MPI is a municipality-based buying initiative where communities join forces to procure a wide range of public services in an effort to tap economies of scale. Huntley was the lead MPI community for this project and prepared the necessary contract bid documents. The other two (2) participating communities included the Village of Cary and the City of McHenry. The bid included prices for 2018 and 2019.

The costs for Year 2 (2018) using the quantities from all three (3) participating municipalities are summarized as follows:

Visu-Sewer, Inc.	\$217,773.00
Michels Pipe Services	\$236,825.00*
Hoerr Construction, Inc.	\$250,605.00
SAK Construction	\$277,897.50
Insituform Technologies USA, LLC	\$279,615.00

*\*Corrected Bid from the “as read” bid result for Michels Pipe Services of \$237,862.70*

Visu-Sewer, Inc. was the lowest responsible bidder in the amount of \$217,773.00 (Bid Tab enclosed). Using only the Village of Huntley planned quantities, Visu-Sewer remained the lowest responsible bidder in the amount of \$74,585.91 (Bid Tab enclosed). The 2018 program will consist of televising, jetting and lining all the sanitary sewers identified in the target area. The target area is highlighted in the attached exhibit and includes:

- Janice Drive: 1,902 lf. of 8” VCP
- Grove Street: 178 lf. of 8” VCP
- Martin Drive 377 lf. of 8” VCP

The total planned length of sewer televising and lining is approximately 2,460 lineal feet. The proposal also includes televising 300 lineal feet of sanitary sewer at a location to be determined such that staff can develop an understanding of the current condition of the sanitary sewer and evaluate potential repair options for future budget cycles if necessary. Work is anticipated to begin this summer.

#### Staff Analysis

The bids have been reviewed by Staff and the Public Works and Engineering Department recommends that the bid for the Sewer Televising and Lining Program be extended to Visu-Sewer, Inc. from Bridgeview, IL. As has been done in previous years, residents and businesses in the project area will be notified prior to start of work.

#### 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 18 Budget includes \$75,000 for the Sewer Televising and Lining Program. The funding of this project is coming from the Sewer Capital Fund, 30-90-4-6955.

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

Trustee Leopold asked if the pipes at intersections would be televised; Director Farrell reported that they would be done first.

There were no other comments or questions.

**A MOTION was made to approve a Resolution Approving a Contract Extension to Visu-Sewer, Inc. in the amount not to exceed \$75,000.00 for Sewer Televising, Jetting and Lining**

**MOTION: Trustee Leopold**

**SECOND: Trustee Hoeft**

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

**NAYES: None**

**ABSENT: None**

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

- k) Consideration – Approval of Payout Request No. 6 in the Amount of \$177,075.00 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 sixth payout request for the project for work completed through April 30, 2018. Village staff and the Village’s project engineer, EEI, has reviewed the request and all is in order for Village Board consideration.

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
#5	\$1,407,950.00	\$140,795.00	\$722,025.00	\$545,130.00
#6	\$1,604,700.00	\$160,470.00	1,267,155.00	\$177,075.00

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<sup>th</sup>.

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

Trustee Leopold stated that he would like put in the record that he is opposed to unfunded mandates by the State.

There were no other comments or questions.

**A MOTION was made to approve Payout Request No. 6 in the amount of \$177,075.00 to Independent Mechanical Industries, Inc. for the Wastewater Treatment Facilities Upgrades project.**

- MOTION: Trustee Westberg**
- SECOND: Trustee Kanakaris**
- AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg**
- NAYES: None**
- ABSENT: None**
- The motion carried: 6-0-0**

- 1) Consideration – A Resolution Approving Liability Insurance Renewal for 2018-2019 - Municipal Insurance Cooperative Agency (MICA)

Director of Finance Kathy Haley reported that the Village joined the MICA insurance pool effective July 1, 2009 to provide public liability insurance. The pool renews annually on May 1 of each year.

Staff Analysis

The 2018/2019 renewal process has been completed and the Village’s premium renewal cost is \$473,317.

Financial Impact

The FY2018 budget includes \$479,000 for the funding of the 2018-2019 MICA pool premium. The Liability Insurance Fund is budgeted at \$295,000 is budgeted, \$92,000 is budgeted in the Water Operating Fund and \$92,000 is budgeted in the Sewer Operating Fund.

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

Trustee Leopold asked who the carrier and insurance company is for MICA. Director Haley stated that the broker is Gallagher and that she would let the Board know who the insurance carrier is.

Mayor Sass asked what percentage the rates increased this year. Director Haley reported the rates increased 11%.

Village Manager Johnson stated that staff is looking into different options for better rates.

There were no other comments or questions.

**A MOTION was made to approve a Resolution for the Liability Insurance Renewal with Municipal Insurance Cooperative Agency (MICA) for the 2018-2019 Insurance Year.**

**MOTION: Trustee Leopold**

**SECOND: Trustee Goldman**

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

**NAYES: None**

**ABSENT: None**

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

- m) Consideration – An Ordinance Amending the Fiscal Year-End December 31, 2018 Budget and Approving the Carryover of Fiscal Year-End December 31, 2017 Expenses into the Fiscal Year-End December 31, 2018 Budget

Director of Finance Cathy Haley reported that the 1<sup>st</sup> Street municipal parking lot improvement project was budgeted in FY2017. This project was not completed by December 31, 2017. The unexpended budgeted dollars within the FY2017 budget are now being requested to be carried in to FY2018.

Staff Analysis

With the FY2017 audit being finalized, the remaining budget dollars from FY2017 can now be carried forward in to FY2018. Listed below shows the amount being requested for budget carry-over dollars from FY2017 into FY2018. This project was not completed by the end of December 31, 2017 and the total budget allocation was not spent.

Fund	Account Number	Type	Amount	Project
Downtown TIF Fund	16-10-2-6320	Expenditure	\$320,000	1 <sup>st</sup> Street Parking Lot Improvements

Financial Impact

The FY2018 budget will be increased by this dollar amount in the Downtown TIF Fund (16). However, this project was approved and incorporated into the FY2017 budget and actual expenditure projections. Therefore, total projected fund balance has not changed due to the amendment for this fund. The Downtown TIF fund currently has a negative fund balance, but projecting revenues and current known

expenditures, such as debt payments, over the life of the TIF shows this negative fund balance will be covered.

Legal Analysis

Generally Accepted Accounting Principles (GAAP) dictate when an expense can be recognized based on delivery date or completion date. Sikich, the Village's audit firm, has reviewed this amendment.

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

Trustee Leopold asked if there would be any other amendments; Director Haley reported that this was the only amendment.

There were no other comments or questions.

**A MOTION was made to amend the Fiscal Year-End December 31, 2018 Budget and Approving the Carryover of Fiscal Year-End December 31, 2017 Expenses into the Fiscal Year-End December 31, 2018 Budget.**

**MOTION:** Trustee Leopold

**SECOND:** Trustee Kanakaris

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

**NAYES:** None

**ABSENT:** None

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

**VILLAGE ATTORNEY'S REPORT:** None

**VILLAGE MANAGER'S REPORT:**

Village Manager Johnson noted the memo that was distributed to the Board regarding Well #7 repair work and stated that it was more cost effective to replace the broken item at \$80,000 than to repair it.

**VILLAGE PRESIDENT'S REPORT:**

Mayor Sass reported that the weekly Farmers Market begins Saturday from 8a-1p.

Mayor Sass reported that on Memorial Day, May 28<sup>th</sup>, the Village Offices will be closed and garbage pickup will be delayed one day.

Mayor Sass reported that the Memorial Day Parade & Ceremony will take place on Monday, May 28<sup>th</sup>, and will kick off at 11 a.m. from the Municipal Complex.

Mayor Sass reported that the next Village Board Meeting will be on June 14<sup>th</sup>.

**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 7:54 p.m.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Kanakaris**

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

Respectfully submitted,

Barbara Read  
Recording Secretary