

VILLAGE OF HUNTLEY
VILLAGE BOARD MEETING
June 28, 2018
MINUTES

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, June 28, 2018 at 7:39 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 Development Services Charles Nordman, Chief Robert Porter, Sergeant Amy Williams and Village Attorney John Cowlin.

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

SPECIAL RECOGNITION:

- a) Huntley High School Baseball Team

Mayor Sass reported that the baseball team could not be present at this meeting but will receive individual recognition certificates. Mayor Sass stated that the team took 2nd Place at State in Class 4A.

Mayor Sass read the following Certificate of Recognition:

The Village of Huntley Board of Trustees
congratulates and acknowledges the

Huntley High School
Boys Baseball Team

The Village Board is pleased to recognize and congratulate the players and coaching staff of the Huntley High School Boys Baseball Team for placing 2nd in the Class 4A State Baseball Finals. The team represented the community with dignity, honor and class throughout the season. The Village Board congratulates each of you for your hard work and dedication. Job Well Done!

PUBLIC COMMENTS: None

ITEMS FOR DISCUSSION AND CONSIDERATION:

- a) Consideration – Approval of the May 24, 2018 Liquor Commission and May 24, 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 May 24, 2018 Liquor Commission and May 24, 2018 Village Board Meeting Minutes.

MOTION: Trustee Piwko

SECOND: Trustee Westberg

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

NAYES: None

ABSENT: None

The motion carried: 6-0-0

b) Consideration – Approval of the June 28, 2018 Bill List in the amount of \$ 271,141.27

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

A MOTION was made to approve the June 28, 2018 Bill List in the amount of \$ 271,141.27.

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

Trustee Westberg left the Board Room.

c) Consideration – A Resolution Approving a Revision to the Temporary Use Permit to hold an Outside Event on Village Property; Bricks & Ivy LLC d/b/a Parkside; Huntley Thunder Music Fest 2018 on July 28, 2018

Village Manager David Johnson reported that on December 21, 2017 the Village Board approved a request from Parkside Pub to hold the Huntley Thunder Music Fest 2018 event on Saturday July 28, 2018 from 11:00 a.m. to 11:00 p.m. on the gravel area south of the municipal parking lot. Parkside has since requested a revision to the site plan which moves the Huntley Thunder site south onto the gravel area adjacent to the Catty building and will include a petting zoo, pony rides and mechanical bull.

Staff Analysis

Village Staff and the Huntley Fire Protection District have met with Parkside Pub to discuss and make suggestions regarding the event which included the new location. Staff has recently graded the newly proposed area to allow additional parking for summer concerts, as needed.

Legal Analysis

As with the original approval, the petitioner will be required to enter into an agreement to indemnify and hold the Village harmless from and against any and all claims asserted against it arising out of the event.

Village Manager Johnson reported that Mr. Jeff Lovell was in attendance to answer questions.

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

Trustee Leopold asked if the previously required Certificate of Insurance was sufficient to cover the 06.28.18 VB Minutes

mechanical bull. Village Manager Johnson read the insurance carrier's requirements of coverage, signage and having mechanical bull participants sign a waiver.

Trustee Kanakaris asked what hours the mechanical bull would be available; Mr. Lovell stated that it will be running for about four (4) hours and that he was thinking from 3pm to 7pm. Mr. Lovell stated that it was built for mostly children and on a small scale surrounded by inflatable bounce house. Mr. Lovell stated that they would like this event to be family friendly. Trustee Kanakaris asked that they stop the mechanical bull by 9pm; Mr. Lovell agreed. Village Manager Johnson asked Mr. Lovell to send pictures so they may be forwarded on to the Village's insurance carrier.

Trustee Goldman asked what hours they were planning to have things for kids. Mr. Lovell stated that the 6-wheel pony rides will be from 2pm to 5pm, mechanical bull from 3pm to 7pm and during the day the Fire Department was invited to bring equipment over for a touch-a-truck event.

There were no other comments or questions.

A MOTION was made to approve a revised site plan for an outside event for Bricks and Ivy LLC d/b/a Parkside for the Huntley Thunder Music Fest 2018 event subject to the following conditions of approval:

- 1. Petitioner must provide proper insurance coverage and documentation prior to the event naming the Village of Huntley as additionally insured.**
- 2. The petitioner agrees to that the event is to be undertaken in accordance with all reasonable Village requirements including all rules and regulations of the Village, the Huntley Fire Protection District, and the Illinois State Liquor Control Commission.**
- 3. The petitioner agrees to enter into an agreement to indemnify and hold the Village harmless from and against any and all claims asserted against it arising out of said event.**

MOTION: Trustee Piwko

SECOND: Trustee Kanakaris

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

NAYES: None

ABSENT: Trustee Westberg

The motion carried: 5-0-1

Trustee Westberg re-entered the Board Room.

- d) Consideration – A Resolution Approving a Temporary Use Permit to hold an Outside Event on Village Property; Huntley 158 Education Foundation and Village of Huntley; Huntley Hootenanny Glow 5k & 1 Miler; September 8, 2018

Special Events Manager Barbara Read reported that in an effort to bring additional events to downtown Huntley, Village Staff and the Huntley 158 Education Foundation are working together on a fundraising event to take place in the downtown area and Town Square on Saturday, September 8th.

The Huntley 158 Education Foundation raises money to fund educational programs and projects to enhance the learning experiences of School District 158 students by providing grants to District 158 educators. In addition to the educator grants, the Foundation awards yearly scholarships to students going into college or trade schools.

The event will include the following:

- A 5k and a 1 mile run beginning and ending at the Town Square. This will be a fun run/walk event. Registration and check-in will begin at 5:00 p.m. with the 5k beginning at 7:00 p.m. and walk immediately following. Participants will be encouraged to dress in their best “glow” attire.
- An after event party will take place on the Square which will include a DJ, picture opportunities, booths and perhaps games for kids. The event will conclude at 10:00 p.m.

Staff Analysis

Careful consideration will be given to all safety issues as well as parking and street closures as this event will take place in the evening. Staff will also reach out to the Huntley Citizen Police Academy Alumni Association for volunteers.

Village staff is working with Huntley High School’s theatre lighting coordinator to make the gazebo and other areas of the Town Square glow for this event with special lighting and illuminations. However, the area around the Veteran’s Memorial will not be included in the transformation.

Legal Analysis

Participants will be required to sign a waiver which has been reviewed by Village and D158 attorneys.

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

Trustee Piwko asked if Church Street would be closed the entire time for the event; Ms. Read stated that Church Street would only be closed during the 5k.

There were no other comments or questions.

A MOTION was made to approve a Resolution Issuing a Temporary Use Permit to hold an Outside Event on Village Property to Huntley 158 Education Foundation with the Village of Huntley for the 2018 Huntley Hootenanny Glow 5k & 1 Miler on September 8, 2018.

MOTION: Trustee Kanakaris

SECOND: Trustee Goldman

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

NAYES: None

ABSENT: None

The motion carried: 6-0-0

- e) Consideration – Conceptual Review of a Proposed Site Plan and Building Elevations for a Medical Office Building on Lot 4 of Huntley Crossings – Phase 1 and Referral to the Plan Commission to begin the Formal Development Review Process

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that MB Real Estate Services, Inc. is proposing development of a ±9,442 square foot ambulatory care/clinical use medical office building on Lot 4 of Huntley Crossings – Phase 1. The 2.74-acre site is located at the southeast corner of Route 47 and Huntley Crossings Drive. The proposed facility will employ 10 full-time staff and serve approximately 50-60 patients during normal daily operations.

The proposed single-story building will be orientated to face Route 47 with exterior materials including a combination of face brick, brick and stone accents. The main entrance (facing west) to the facility includes an aluminum overhang and aluminum louvre sun shade systems are proposed above windows

on the north, south and east (rear) elevations. Proposed signage for the facility is limited to two wall signs on the front (west) elevation and a masonry sign at the southwest corner of the site.

Access to the site is proposed via two (2) driveways from the north-south Huntley Crossings service road. The parking area includes 10-foot by 19-foot parking stalls and 25-foot wide drive aisles that both exceed the minimums required by the Zoning Ordinance. An open space is provided to the south of the building to allow for a possible addition at some point in the future. The proposed dumpster enclosure location is near the southeast corner of the site. Stormwater detention for development of the subject site is accommodated within the existing pond to the west and south. The following table summarizes the proposed parking for the medical office building, including a proposed 7,644 square foot future addition:

Building Square Feet	Required (4 spaces / 1,000 sf)	Provided
Medical Office Building – 9,442	38	50
Future Addition – 7,644	31	35
Totals	69	85

Staff Analysis

The proposed ±2.74-acre site is zoned “B-3” Shopping Center Business District which allows Medical, Dental, Optometry Offices / Clinics, as a permitted use.

The proposed plan will require the following review and approval from the Plan Commission and Village Board:

- Final Planned Unit Development

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Promote New Business Development, Retention, and Expansion* as a Strategic Priority, and “Attract and Retain Businesses to Enhance Tax Base and Create New Jobs” as a goal.

Director Nordman reported that Mr. Mark Schwartz was in attendance to answer questions.

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

Trustee Kanakaris asked if this was a permitted use in that zoning; Village Manager Johnson stated that the use is permitted in that zoning.

Trustee Westberg asked if it being a rental would the Village receive any taxes from it; Mr. Schwartz stated that the owners would have to pay real estate taxes.

Trustee Goldman stated that she was opposed to the location and that the petitioner should look at other properties in the Village; possibly more north. Trustee Goldman did not want this business to only target residents of Sun City.

Trustee Leopold suggested that they make the signage large enough to see from Route 47 and suggested

that the trash enclosure be located closer to the building. Mr. Schwartz stated that they thought the Village would prefer the trash enclosure to be out of site.

Mayor Sass stated that he would prefer it if they found a location that wasn't right on Route 47 on prime property that could be used for other businesses. Trustee Kanakaris agreed and stated that he would prefer that site to have a restaurant or retail use. Trustee Hoeft agreed.

Mayor Sass asked the Village Board if it was okay that this proposal move on to the Plan Commission as it is a permitted use.

Trustees Kanakaris and Goldman stated that they did not like this proposal in this location.

Trustee Leopold stated that because it is a permitted use that perhaps this could be an incentive for other uses to be built nearby.

Village Manager Johnson stated that Staff will ask for a statement regarding taxes.

Trustee Piwko stated that he would rather have the Village see tax revenue and while he would not prefer this business in that location he would prefer it to an open field.

Village Manager Johnson reported that Staff has shared the same concerns about this use at that location with the property owner and the petitioner but because of the zoning the petitioner needs to be allowed to go through the process and then ultimately return before the Village Board. Village Manager Johnson asked Counsel for his opinion.

Village Attorney Cowlin stated that because it is a permitted use in that zoning, the petitioner must be allowed the opportunity to go through the process.

Village Manager Johnson stated that the petitioner will have to decide if it's worth going through the process after hearing the opinions of the Board at this meeting.

Trustees Kanakaris and Goldman reiterated that they did not like this proposal. Trustee Goldman stated that it should be moved more north.

It was the consensus of the Village Board to refer the proposed Medical Office Building to the Plan Commission to begin the formal development review process.

- f) Consideration – A Resolution Authorizing the Village of Huntley to Enter into an Intergovernmental Agreement with Kane County for Animal Control Services

Chief Ported reported that the Village of Huntley, located in both Kane and McHenry Counties, falls under both Animal Control Services. Animal Control Services needed in Kane County require a signed agreement with Kane County Animal Control.

Staff Analysis

Currently, the Village does not have a signed agreement with the Kane County Animal Control for services to residents in Kane County. The services being sought would include pickup of stray domestic animals and animals that would be considered dangerous or a nuisance. The services would also include the removal of wild animals that are sick or injured.

Financial Impact

In order to provide these services to the residents of Kane County in the Village, the Kane County Animal Control would charge the Village a fee to cover their costs which could range from \$20.00 to \$175.00 per animal. Average cost of animal impoundment is approximately \$100.00 per animal.

Legal Analysis

The Agreement has been reviewed by the Village Attorney.

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

Trustee Leopold asked about their response time; Chief Ported reported that they haven't used them but presumes it will be reasonable. Trustee Leopold suggested the instance of a pit bull bite; Chief Porter stated that the Police Department has cages that can be used.

There were no other comments or questions.

A MOTION was made to approve a Resolution Authorizing the Village of Huntley to Enter into an Intergovernmental Agreement with Kane County for Animal Control Services.

MOTION: Trustee Kanakaris

SECOND: Trustee Westberg

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

NAYES: None

ABSENT: None

The motion carried: 6-0-0

- g) Consideration – A Resolution Authorizing the Purchase of WatchGuard Video 4RE/Vista In-Squad Video Camera Systems in the Amount of \$82,207.00 from WatchGuard

Chief Porter reported that the current in-squad video system known as Edge by Coban is in need of replacement due to various system failures. Over the past couple of years, the Coban system has been failing to the point that it is now unreliable.

Staff Analysis

The FY2018 budget provides for the replacement of eleven (11) in-squad video systems for all of the patrol units. After surveying other communities to identify potential replacement systems, researching those systems, attending demonstrations of the various systems and participating in a live in-squad demonstration for over a month, the WatchGuard 4RE/Vista in-squad video camera was selected at a cost of \$82,207.00, with no additional hardware or software maintenance costs for five years. The Panasonic Arbitrator system that was also considered was \$97,816.00, plus an additional \$3,780 per year for maintenance costs.

The WatchGuard system is state-of-the art and contains updated video technology. One of the biggest features of this system that was not offered by the other systems is the panoramic camera view. This view provides a much larger picture of what is taking place. The system includes the following:

- Three cameras, including the panoramic camera in each vehicle
- Wireless transfer kits in each vehicle
- HIFI microphone with each system

- An industrial grade access point for communication between the vehicles and the server. Range of 100 yards with clear line of sight.
- Evidence Library Web with the ability to share videos via the cloud
- Five year hardware and software maintenance
- On-site wireless deployment and training – Technical Services Personnel will come on site for 2.5 days to assist in configuring the vehicles for wireless transfer, configure the server with desired networking, and train end users on vehicle and software.

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 an objective.

Financial Impact

The FY2018 budget includes \$110,000 for this project in the Village’s Equipment Replacement Fund line item 48-10-4-7750. Total cost to purchase the eleven in-squad video systems is \$82,207.00. Remaining budgeted funds will be utilized for removal of the current in-squad camera systems and the installation of the new WatchGuard systems at a cost of \$4,750.

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

Trustee Leopold asked if the system worked at night; Chief Porter stated that they tested it and it works well at night. Sgt. Williams added that the image is very clear and can read a license plate.

Trustee Kanakaris asked about the cost to include a body cam. Sgt. Williams reported that the body cam itself is not expensive but that the storage is expensive at about \$100,000 for the product and storage. Chief Porter stated that the feasibility study for the body cam showed it to be about \$150,000 which did not include staff time. Chief Porter reported that the system will be compatible should a body cam be added in the future.

Mayor Sass asked how long the company has been in business as he did not want the company to not be around should there be issues. Sgt. Williams stated that this is the second generation of Watch Guard meaning that the company has been around for a long time. Sgt. Williams also reported that one of the main selling items is the panoramic view the cameras capture; she also stated that the Village’s current system is on XP.

Sgt. Williams reported that they sent a survey regarding the system out state-wide and the results showed that Watch Guard and Panasonic were the top two companies but Watch Guard is a better fit for the Village as it is an independent system.

There were no other comments or questions.

A MOTION was made to approve a Resolution Authorizing the Purchase of WatchGuard 4RE/Vista In-Squad Video Camera Systems from WatchGuard of Allen TX, for \$82,207.00.

- MOTION:** Trustee Goldman
- SECOND:** Trustee Hoeft
- AYES:** Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg
- NAYES:** None

ABSENT: None
The motion carried: 6-0-0

- h) Consideration – Approval of Payout Request No. 7 in the Amount of \$508,571.00 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 seventh payout request for the project for work completed through May, 31, 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
#7	\$2,055,580.00	\$102,779.00	1,444,230.00	\$508,571.00

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 24th.

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

A MOTION was made to approve Payout Request No. 7 in the amount of \$508,571.00 to Independent Mechanical Industries, Inc. for the Wastewater Treatment Facilities Upgrades project.

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

- a) Consideration – An Ordinance Ascertainning the Prevailing Rate of Wages for Laborers, Mechanics, and other Workman Engaged in the Construction of Public Works Under the Jurisdiction of the Village of Huntley

Mayor Sass reported that each year, the Village of Huntley is required by the Illinois Department of Labor (IDOL) to pass a Prevailing Wage Ordinance ascertaining the prevailing wage for laborers, mechanics, and other workmen engaged in the construction of public works. State law requires that municipalities annually adopt this ordinance.

Staff Analysis

Prevailing wages are established by the Illinois Department of Labor. Pursuant to an amendment to the Prevailing Wage Act in August 2017, municipalities may publish the approved prevailing wage rate on their local website rather than in a newspaper. The ordinance will then be linked to the IDOL website showing the current applicable wages. The Prevailing Wage Scale pertains to the wages that the Village must ensure contractors are providing to laborers that perform work for the Village as part of any municipal project or public works construction or maintenance programs. IDOL is currently conducting an active survey to ascertain the most accurate current wages; thus the wages as of September 2017, including highlighted revisions through May of 2018, are referenced in the Ordinance with the provision that when the wages are updated, the ordinance will be updated as well.

Documentation along with a notarized statement is required to be provided by the contractors that work for the Village stating that they are adhering to the Federal law and are in fact paying prevailing wages.

Legal Analysis

Pursuant to State Statute, the Ordinance and current wage rates will be published on the Village's website and linked properly to the IDOL website.

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 Village of Huntley Prevailing Wage Ordinance.

- 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**

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT:

Village Manager Johnson noted the update distributed to the Board regarding the water issues with the rain; and, reported that the Huntley Fire Protection District assisted with pumping water off of Giordano Court.

VILLAGE PRESIDENT'S REPORT:

Mayor Sass reported that Saturday, June 30th is Family Fun Day at the Farmers Market; the next Concert on the Square is July 3rd and is the Billy Elton Band and that the Independence Day Fireworks show on July 4th will begin at about 9:30 p.m. (rain date is July 6th).

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 8:19 p.m.

MOTION: Trustee Piwko

SECOND: Trustee Westberg

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary