

**VILLAGE OF HUNTLEY  
VILLAGE BOARD  
February 14, 2019  
MEETING MINUTES**

**CALL TO ORDER:**

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, February 14, 2019 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, Tim 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 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.

**PUBLIC COMMENTS:**

Steinar Andersen, 11807 Mill Street, stated that since the widening of Route 47 traffic on his street tripled including truck traffic. Mr. Andersen asked if a traffic study has been done since the Route 47 widening. Mr. Andersen asked if truck noise can be controlled by Country Delight after 6pm. Mr. Andersen requested that Dean Street also be used by the Country Delight trucks.

**ITEMS FOR DISCUSSION AND CONSIDERATION:**

- a) Consideration – Approval of the January 24, 2019 Village Board Meeting Minutes

Mayor Sass reported that all trustees were in attendance at this meeting and asked if there were any comments or changes; there were none.

**A MOTION was made to approve the January 24, 2019 Village Board Meeting Minutes.**

**MOTION: Trustee Leopold**

**SECOND: Trustee Westberg**

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

**NAYS: None**

**ABSENT: None**

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

- b) Consideration – Approval of the February 14, 2019 Bill List in the amount of \$419,845.26

Mayor Sass reported that \$189,422.02 of the bill list expenditures was from the FY18 Budget and the remaining \$230,423.24 is from the FY19 Budget.

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

**A MOTION was made to approve the February 14, 2019 Bill List in the amount of \$419,845.26.**

**MOTION: Trustee Hoeft**

**SECOND: Trustee Goldman**

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

**NAYS: None**

**ABSENT: None**

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

- c) Consideration – A Resolution Approving a Temporary Use Permit for Rotary Club of Huntley to Hold a Carnival, Temporary Sign Request, and Waiving of Fees for Rotary Memorial Day Carnival, May 24-27, 2019

Mayor Sass reported that the Rotary Club of Huntley (Rotary) is seeking approval to hold its 5<sup>th</sup> annual carnival in the Walmart parking lot over the Memorial Day weekend (May 24 – 27). The hours of the carnival will be May 24 from 6:00 p.m. to 10:30 p.m.; May 25 and 26 from 11:00 a.m. to 10:30 p.m. and May 27 from 11:00 a.m. to 8:00 p.m. There are no changes to the hours or set up of the carnival from previous years.

The Rotary Club of Huntley is working jointly with the Lake in the Hills Rotary and funds raised from this event will be divided between the two clubs.

Carnivals are subject to the following conditions: 1) approval on the basis of the adequacy of the parcel size, parking provisions, and traffic access and the absence of undue adverse impact on other properties; 2) limited to a period not to exceed five (5) days; and 3) adequate fire extinguishers, refuse containers and cleanup of the site upon termination of the event.

The Village of Huntley Zoning Ordinance allows for the issuance of a temporary use permit (TUP) for carnivals. A variation from the Ordinance is required to locate the signs in the Village’s rights-of-way.

Staff Analysis

The temporary sign request is that event signs would be installed on May 10 and removed on May 28. The signs will be posted as outlined on the attached request letter.

The Rotary acknowledges that some sites may not be under the Village’s jurisdiction and others may not be feasible in the noted location. If these sites are unacceptable, the Rotary 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, no more than one (1) sign will be placed at any of the specified locations, and a Sign Ordinance variation is required to locate the signs on Village rights-of-way.

The Village’s Sign Regulations allow off-premise signs provided they receive Village Board approval and adherence to certain standards and criteria. The below table details the criteria and the proposed signs:

Criteria	Proposed
Sign adjacent to and intended to be viewed from Route 47	Many of the proposed signs will be viewed from Route

only	47 and the others will be visible from other roads throughout the Village.
Prohibited within a residentially zoned property	Some of the property is zoned residential, but the banners will be placed in the right-of-way.
Maximum area of a sign face, whether a single sign face, two back-to-back, or a V-shaped type sign is 100 square feet	The largest sign is 3' x 6' (18 square feet). The other signs are small directional signs.
Maximum height is 15 feet above grade	The directional signs will be approximately three (3') feet high.
The location shall not obscure or interfere with an official traffic control device or railroad safety signal or sign, or obstruct or interfere with a driver's view of approaching, merging or intersecting traffic for a distance of 500 feet	The 3' x 6' banners and directional signs shall be installed so as not to obstruct a driver's view of approaching, merging or intersecting traffic.

Recommended Conditions of Approval:

- Snow fencing is to be installed along the east, west and north portion of the carnival site and portions of the south carnival site.
- Music will be played during the event and an amplification permit must be obtained from the Huntley Police Department.
- A dumpster will be located on site as well as trash receptacles throughout the carnival location and the area must be cleaned at the end of the event.
- If traffic control is warranted, the Rotary Club of Huntley will be billed \$70/hour/officer.
- Certificate of Liability Insurance with required Village limits and listing the Village of Huntley as additionally insured.

Financial Impact

It is being requested that the temporary use permit fee of \$75.00 be waived for the carnival. The temporary sign permit fees are waived by Section 156.115 of the Zoning Ordinance.

Mayor Sass reported that a representative from the Rotary was in attendance to answer questions.

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

**A MOTION was made to approve a Resolution Approving a Temporary Use Permit for Rotary Club of Huntley to Hold a Carnival, Temporary Sign Request, and Waiving of Fees for Rotary Memorial Day Carnival, May 24-27, 2019.**

**MOTION: Trustee Leopold**

**SECOND: Trustee Kanakaris**

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

**NAYS: None**

**ABSENT: None**

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

- d) Consideration – A Resolution Approving a Temporary Sign Request; Huntley Festival Foundation/Huntley Goes Bald Event on March 16, 2019

Mayor Sass reported that the Village is in receipt of a request from the Huntley Festival Foundation (Foundation) for the display of event signs at the locations noted on the attached request letter for Huntley Goes Bald. The event will take place on Saturday, March 16, 2019 at Tee 2 Green Indoor Golf and Sports Lounge located at 11173 Dundee Road.

Staff Analysis

The request is that event signs would be installed on March 1<sup>st</sup> and removed on Monday, March 18<sup>th</sup>. The signs will be posted as outlined on the attached request letter.

The Foundation is also requesting assistance of the Public Works Department to hang the banners.

The Foundation acknowledges that some sites may not be under the Village’s jurisdiction and others may not be feasible in the noted location. If these sites are unacceptable, the Foundation 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, no more than one (1) sign will be placed at any of the specified locations, and a Sign Ordinance variation is required to locate the signs on Village rights-of-way.

The Village’s Sign Regulations allow off-premise signs provided they receive Village Board approval and adherence to certain standards and criteria. The below table details the criteria and the proposed signs:

Criteria	Proposed
Sign adjacent to and intended to be viewed from Route 47 only	Many of the proposed signs will be viewed from Route 47 and the others will be visible from other roads throughout the Village.
Prohibited within a residentially zoned property	Some of the property is zoned residential, but the banners will be placed in the right-of-way.
Maximum area of a sign face, whether a single sign face, two back-to-back, or a V-shaped type sign is 100 square feet	The largest sign is 3’ x 6’ (18 square feet). The other signs are small directional signs.
Maximum height is 15 feet above grade	The directional signs will be approximately three (3’) feet high.
The location shall not obscure or interfere with an official traffic control device or railroad safety signal or sign, or obstruct or interfere with a driver’s view of approaching, merging or intersecting traffic for a distance of 500 feet	The 3’ x 6’ banners and directional signs shall be installed so as not to obstruct a driver’s view of approaching, merging or intersecting traffic.

Financial Impact

The Sign Ordinance waives temporary sign permit fees for non-profit organizations.

Legal Analysis

The Village Board’s authorization for this request is required in accordance with Zoning Ordinance - Sign Regulations §156.121 (G) (1) which addresses Off-Premise Signs.

Mayor Sass reported that a representative from the Foundation was in attendance to answer questions.

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

**A MOTION was made to approve an Ordinance Granting Off-Premise Sign Permits for the Huntley Festival Foundation for the Installation of Temporary Signs for the Huntley Goes Bald Event on March 16, 2019.**

**MOTION: Trustee Westberg**

**SECOND: Trustee Kanakaris**

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

**NAYS: None**

**ABSENT: None**

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

- e) Consideration – Authorization to Proceed with the Implementation of the 2019 Special Events

Special Events Manager Barbara Read reported that in preparation for the 2019 Farmers Market and other special events sponsored or coordinated by the Village, staff is requesting Village Board approval for the attached list of special events.

Staff Analysis

As in past years, several of the events scheduled in 2019 are dedicated to highlighting the downtown and downtown businesses. Staff will be working with the businesses to coordinate their involvement.

As part of coordinating the special events, most of the groups will receive a Letter of Understanding from the Village outlining their requirements to proceed such as Certificate of Liability Insurance, signage, clean up and important requirements specifically needed to insure that each event is safe and non-intrusive to the surrounding residents and/or businesses.

Manager Read reported on the new special events permit application and the requirement for organizations to provide a \$500 deposit which, if needed, will cover the costs of hiring back Police or Public Works to assist at the event. If the funds are not needed, they will be returned. If additional funds are needed, an itemized invoice will be sent.

Financial Impact

Expenses for the Farmers Market will come from line item 100-10-00-6353; \$9,700 has been budgeted for the 2019 Farmers Market.

Expenses for the other Village sponsored special events will come from line item 100-10-00-6352; \$45,000 has been budgeted for: Green & Clean Huntley Day, Ladies Night Out on the Square, Concerts in the Square, Family Fun Day at the Farmers Market, Independence Day Fireworks (\$20,000) Show, Bike Huntley, Fall Harvest Fest, A Very Merry Huntley and other special events.

Staff has reached out to Huntley businesses that have sponsored events in previous years or have shown interest in sponsoring events to offset costs.

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

Trustee Piwko requested that along with closing Main Street from Woodstock Street to Church Street during the concerts that “No Parking” signs be posted along Main Street in that area as well. With the street closed during the concert, kids play in the street and people gather in that area. The people that come early to the Square prior to the closure of Main Street also leave the concert early which poses a safety concern.

Trustee Westberg concurred stating that there are too many people for Main Street to handle along with parked cars leaving during the concert.

The consensus of the Village Board was to restrict parking on Main Street from Church Street to Woodstock Street on concert days and to work with Main Street businesses to determine the timing of

the restrictions.

There were no other comments or questions.

**A MOTION was made authorizing the implementation of the 2019 Village of Huntley Special Events and approval of the non-Village sponsored events; and, including no parking on Main Street from 4pm to 9pm and the closure of Main Street from 5pm to 9pm on concert days.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Hoeft**

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

**NAYS: None**

**ABSENT: None**

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

- f) Conceptual Review of a Special Use Permit for the Outside Storage of Vehicles for Country Delight Inc., 11713 Mill Street

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that Country Delight is proposing to purchase the former Dean Foods plant located at 11713 Mill Street. The plant, which is located on the south side of Mill Street, sits on approximately ten (10) acres that is bound by Mill Street to the north, Dean Street to the west, Martin Drive and Grove Street to the south, and the Union Pacific Railroad to the east. The proposed purchase does not include the transportation facility which is located on the north side of Mill Street.

Country Delight is proposing to utilize the plant for the storage and distribution of milk and dairy products. They have also stated that as their company grows they intended to expand their distribution lines and begin production of their own. At this point, Country Delight has not finalized plans to improve the building(s) and property; however, they have identified the following tentative improvements:

- Painting the building exterior
- Renovating office areas
- Replacing broken dock doors
- Parking lot improvements (specific improvements have not been identified)
- New and improved landscaping (specific improvements have not been identified)

The proposed storage and distribution by Country Delight will include the outside storage of 50 semi-tractor trucks, 50 semi-trailers, and 2 straight trucks within the parking area to the south of the plant. A company representative has stated the truck traffic by Country Delight will be one-third (1/3) of the truck traffic compared to when Dean Foods was in operation. The hours of operation will be weekdays from 4:00 AM to 6:00 PM.

Country Delight anticipates having approximately 75-105 employees. The following is a summary of the positions:

- 10-15 Office Operations (\$30 - \$150,000/year compensation)
- 5-10 Salesmen (\$50-\$80,000/year compensation)
- 10-20 Warehouse Employees (Distribution and Production Operations) (\$50-\$70,000/year compensation)
- 50-60 Drivers (\$80,000/year compensation)

Country Delight has been transporting milk for Dean Foods and operating out of the transportation facility on the north side of Mill Street under a special use permit that allowed the outside storage of vehicles by Dean Foods (Ordinance (O)2015.11.45). The outdoor storage of vehicles was subject to the phased improvement of the transportation facility's parking area in accordance with the approved site plan, also approved by Ordinance (O)2015.11.45. Dean's completed the first four phases of the improvement plan; however, the final phase which consisted of paving the truck parking area was never completed. Dean's has committed to removing the existing gravel lot and restoring the area by June 1, 2019.

#### Staff Analysis

The former plant at 11713 Mill Street is zoned "M" Manufacturing which allows warehouse storage and manufacturing as permitted uses; however, the outside storage of vehicles requires the approval of a special use permit by the Plan Commission and Village Board of Trustees. Country Delight's proposed outside storage of the semi-tractor trucks and semi-trailers triggers the requirement for a special use permit. The approval of a special use permit is required prior to Country Delight occupying the property.

#### *Maintenance Building Roof Collapse*

During the week of January 28, 2019, a significant portion of the roof collapsed on the maintenance building that is located to the south of the plant, along Dean Street. Deans has secured the area around the building by installing temporary fencing and is currently consulting with a structural engineer to determine if the building can be repaired or if demolition will be required. If demolished, a plan will need to be presented to the Village for the restoration of the site.

#### Courtesy Review

The petitioner has requested the Village Board to conceptually review the proposed special use permit. The Village Board is not required to provide a formal position statement on the proposal, and the petitioner shall not be required to comply with any position statements which are offered. The concept review shall provide the petitioner with initial comments and concerns that should be considered as they proceed in the formal review process. The Village Board and its individual members are not bound by any comments made during the discussion and the petitioner acknowledges that it cannot claim in the future any reliance whatsoever on those comments.

Director Nordman reported that Joe McMahon from Country Delight and Attorney Scott Richmond were in attendance to answer questions.

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

Trustee Piwko stated that he is glad to see the re-use of the property. Trustee Piwko requested that a truck traffic report be submitted to the Village monthly and also noted that Dean's was previously agreeable to participate financially in installation of a traffic signal at Dean Street and Route 47 and wanted Country Delight to participate as well.

Trustee Kanakaris stated that he was glad to have some of the lost jobs back in the community again. Trustee Kanakaris asked that Country Delight upgrade the view of the facility at the intersection of Mill and Dean Streets. Trustee Kanakaris asked if truck traffic could also travel down Dean Street. Village Manager Johnson stated that it is not possible at this time. Mayor Sass stated that there needs to be 12-18 inches of cement installed on each side of the street to hold the truck weight on the roadway.

Trustee Westberg noted that the Dean’s plant worked 24/7 and asked if that was the same for Country Delight. Mr. McMahon stated that they are not a production plant and their hours would be weekdays from 4:00 a.m. to 6:00 p.m.

Trustee Kanakaris asked about the timing of the sale of the plant. Mr. McMahon stated that they would like to begin as soon as possible after they go through the approval process. Mr. Richmond stated that Country Delight is under contract pending Village approval.

There were no other comments or questions.

*No vote was required as this agenda was a courtesy review of the concept.*

- g) Consideration – A Resolution Extending a Moratorium on Tobacco Specialty Retail Businesses within the Village of Huntley

Village Manager David Johnson reported that the Village Board approved a moratorium on tobacco specialty retail businesses within the Village on October 11, 2018 as a result of the number of cigarette, tobacco, smoke and vape shops that have recently opened in the Village. Staff has been researching the issue to determine appropriate regulations and licensing requirements that should be applied to these uses.

Staff Analysis

Cigar, cigarette, and tobacco stores are currently permitted uses in the B-1 Neighborhood Convenience, B-2 Highway Service, B-3 Shopping Center Business District, C-1 Neighborhood Retail, and C-2 Regional Retail zoning districts.

The moratorium on the issuance of an occupancy permit or any other development approval or building permit would be extended until March 28, 2019 for any tobacco specialty retail business, including cigarette, smoke, cigar, and vape shops.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Preserve and Enhance Quality of Life for Village Residents* as a Strategic Priority, and “Maintain High Quality Development Standards” as a goal.

Legal Analysis

The Village of Huntley is authorized to impose this moratorium pursuant to 65 ILCS 5/11-13-1, et seq., for, among other things, the protection of public health, safety, comfort, morals, and welfare.

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

**A MOTION was made to approve a Resolution Extending a Moratorium on Tobacco Retail Specialty Businesses within the Village of Huntley.**

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



- h) Consideration – A Resolution Authorizing the Purchase of Lighting Materials from Steiner Electric for the Village of Huntley 2019 LED Lighting Incentive Program in an Amount Not to Exceed \$50,000

Director of Public Works and Engineering Timothy Farrell reported that the LED Lighting Incentive Program has allowed the Village to replace 314 High Pressure Sodium (HPS) fixtures to LED resulting in an incentive amount of \$64,000.00 to date paid to the Village by ComEd. The Village can also expect approximately \$8,000 of energy savings annually due to the reduced wattage of the LEDs.

The Village is planning to participate in the ComEd Energy Efficiency Program again in 2019 and continue the LED Lighting Incentive Program along Reed Road, Kreutzer Road, Raymond Court, Haligus Road, Main Street, Regency Parkway, Farm Hill Drive, Oak Creek Parkway, and Freeman Road totaling 162 fixtures to be replaced. The adjusted material quantity and cost for 2019 is \$49,346.76 and Public Works Staff will be performing the installation of the new LED fixtures to further increase the cost savings as compared to contractor installation. The Village has been approved by ComEd, which serves as a Notice to Proceed and also reserving the incentive funds of \$21,514.50. Ordering of the materials will take place immediately with fixture replacement beginning in April.

The following proposals with adjusted material quantities based on original unit pricing were received:

Steiner Electric	\$49,346.76
City Electric Supply	\$50,313.64
Crescent Electric Supply	\$54,745.50

Staff Analysis

Material unit pricing and the pre-approval of incentive funds has been reviewed by Public Works and Engineering Department staff. All is in order to award the proposal for the 2019 LED Lighting Incentive Program to Steiner Electric in the amount of \$49,346.76 to order lighting materials.

Financial Impact

The FY2019 Budget includes \$50,000 in the Streets Improvement and Roads & Bridges Fund, line item 420-00-00-8000 for the LED Lighting Incentive Program. The expected incentive amount is approximately \$21,514.50 with an additional 20% bonus of approximately \$4,356.10, resulting in a total incentive amount of \$26,136.60 and a total project cost of \$23,210.16.

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 Purchase of Lighting Materials from Steiner Electric for the Village of Huntley 2019 LED Lighting Incentive Program in an amount not to exceed \$50,000.**

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

- i) Consideration – A Resolution Approving a Professional Services Agreement Renewal with Clarke Environmental Mosquito Management, Inc. for the 2019-2021 Mosquito

## Management Program

Director of Public Works and Engineering Timothy Farrell reported that for the past several years, the Village Board has solicited the professional services of Clarke Environmental Mosquito Management, Inc. (Clarke) for the annual Mosquito Management Program. Clarke has submitted a Professional Services Agreement renewal for the 2019-2021 program in the amount of \$39,900.00 in 2019, which is the same cost as the 2018 program that represented a 2% increase from the 2017 program.

### Staff Analysis

Staff has reviewed the 2019-2021 Professional Services Agreement renewal that included services for 2019 in the amount of \$39,900.00 and all is in order for consideration. The Village also purchases prescription larval control tablets from Clarke at an approximate cost of \$16,500.00 per year. Consistent with past years, Public Works staff will perform the task of applying the prescription larval control tablets to the catch basins.

### Financial Impact

The FY2019 Budget includes \$65,000 in the General Fund, 100-60-61-6375 to cover the mosquito management cost of the professional services as well as the prescription larval control tablets. Additional funding is reserved in the event the Village elects to conduct additional adulticide spraying treatments in residential areas (4 included in the contract) at a cost of \$5,200.00 each.

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

Trustee Leopold noted that spraying only includes coverage over every street and does not go into backyards.

There were no other comments or questions.

**A MOTION was made to authorize a Resolution Approving a Professional Services Agreement Renewal with Clarke Environmental Mosquito Management, Inc. for the 2019-2021 Mosquito Abatement Program.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Hoeft**

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

**NAYS: None**

**ABSENT: None**

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

- j) Consideration – A Resolution Authorizing a Professional Services Agreement with Christopher B. Burke Engineering, LTD in an Amount Not to Exceed \$23,600 for the Evaluation of Giordano Court Flooding

Director of Public Works and Engineering Timothy Farrell reported that Giordano Court experiences flooding during certain rain events. According to the latest Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM), this area contains Zone A floodplain. This area is also impacted by the backwater of the South Branch of the Kishwaukee River, which is just downstream. An in-line detention basin was constructed downstream of Giordano Court on the Unnamed Tributary to the

South Branch of the Kishwaukee River.

Staff Analysis

Staff received a proposal from Christopher B. Burke Engineering, LTD to evaluate the Giordano Court flooding. The purpose of this study is to analyze the existing conditions, identify deficiencies, and determine potential solutions for reducing or eliminating the flooding in the area. This study will be a 50/50 cost-shared venture between the adjacent business, HS Crocker, and the Village.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies Preserve and Enhance Quality of Life for Village Residents as a Strategic Priority, and “protect natural resources” as a goal.

Financial Impact

The FY19 Budget includes \$25,000 in the Capital Projects and Improvement Fund, 400-00-00-8002 for the Giordano Court Flood Study.

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

**A MOTION was made to approve a Resolution Authorizing a Professional Services Agreement with Christopher B. Burke Engineering, LTD in an Amount Not to Exceed \$23,600 for the Evaluation of Giordano Court Flooding.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Westberg**

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

**NAYS: None**

**ABSENT: None**

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

- k) Consideration – A Resolution Accepting a Proposal from Concentric Integration for Well No. 10 Instrument and Control Replacement

Director of Public Works and Engineering Timothy Farrell 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. In addition, uninterrupted monitoring allows staff the ability to maintain a consistent level of service for the residents.

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 #10 have been operating for over twenty 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 at a cost of \$30,900.00

Financial Impact

The FY2019 Budget includes funding of \$40,000 for this project in the Water Capital Improvement and Equipment Fund line item 515-00-00-8210.

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

**A MOTION was made to approve a Resolution Accepting Proposal from Concentric Integration for Well #10 Instrument and Control Replacement.**

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

- 1) Consideration – A Resolution Approving the Bid Award to Municipal Well and Pump for the Well No. 10 Rehabilitation Project

Director of Public Works and Engineering Timothy Farrell reported that preventative maintenance is performed on each of the Village's five (5) deep wells on a rotating basis to proactively service the submersible pumping equipment. Since 2011, the Village Board has entered into a general services agreement with Layne Christensen Company (Layne) for the maintenance and repair of Village wells and pumping equipment because Layne is the sole authorized, factory certified representative for the Byron Jackson (BJ) motor installed in all five (5) of the Village wells. However, other companies are qualified to remove the pumping equipment from the well and service all of the other components besides the BJ pump and motor.

On Thursday, January 31, 2019 the Village received bids from three (3) contractors for the Well No. 10 Rehabilitation project. Well No.10 is located within the Wing Pointe subdivision at the northeast corner of Haligus Road and Kreutzer Road. The bid results are summarized as follows:

Company Name	Base Bid Amount
<i>Engineer's Estimate</i>	<i>\$140,000.00</i>
Municipal Well and Pump	\$118,137.00
Suez	\$119,823.00
Layne Christensen Company	\$124,424.00

Staff Analysis

The bids have been reviewed by staff. The lowest responsive, responsible bidder for the Well No. 10

Rehabilitation project is Municipal Well and Pump in the Base Bid amount of \$118,137.00. All is in order to award the Bid to Municipal Well and Pump.

Layne will be tasked with inspecting and rehabilitating the existing BJ pump and motor as a sub-contractor to Municipal Well and Pump.

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 FY2019 Budget includes \$140,000 in the Water Capital Improvement and Equipment Replacement Fund, 515-00-00-8004, for this work.

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

Trustee Leopold stated that he appreciates Staff going out to bid for this project.

There were no other comments or questions.

**A MOTION was made to approve a Resolution Approving the Bid Award to Municipal Well and Pump for the Well No. 10 Rehabilitation Project.**

**MOTION: Trustee Hoeft**

**SECOND: Trustee Westberg**

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

**NAYS: None**

**ABSENT: None**

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

**VILLAGE ATTORNEY’S REPORT:** None

**VILLAGE MANAGER’S REPORT:**

Village Manager Johnson introduced Suzanna Strangmeier from ComEd and commended her on the great communication she has provided to the Village during the weather events we’ve experienced since she became the Village’s liaison in September. Mayor Sass stated that he was very impressed and thanked her for her hard work.

Trustee Westberg asked about the status of the current salt inventory. Director Farrell stated that the Village has 500 tons in inventory and has 800 tons on order. Director Farrell reported that to date, approximately 2,700 tons of road salt have been used this season.

**VILLAGE PRESIDENT’S REPORT:**

Mayor Sass reported that Village Hall will be closed on Monday, February 18, in observance of President’s Day.

Mayor Sass reported that the next McCOG meeting is in Richmond.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** None

**EXECUTIVE SESSION:** None

**ADJOURNMENT:**

**There being no further items to discuss, a MOTION was made to adjourn the meeting at 7:45 p.m.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Kanakaris**

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

Respectfully submitted,

Barbara Read  
Recording Secretary