

**VILLAGE OF HUNTLEY
VILLAGE BOARD
February 28, 2019
MEETING MINUTES**

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, February 28, 2019 at 7:04 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, IT Manager Karl Schmidt and Village Attorney John Cowlin.

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

PUBLIC COMMENTS:

Lynn Gray, 11606 Country Club Road, Woodstock stated that she is representing the group Amtrak to Huntley and reported that their group is still working on getting funding through the State for an Amtrak stop in Huntley. Ms. Gray also reported that the funds which were originally set aside for Amtrak have not been released.

Scott Kuykendall, 4622 Dean Street, Woodstock stated that he is the Water Resources Specialist for McHenry County and Paula Yensen, 971 Brittany Bend, Lake in the Hills introduced herself as the District 5 Representative on the McHenry County Board. They reported that they were members of the Water Resources Action Plan Task Force. Mr. Kuykendall explained that the existing plan was updated in 2009 and the task force will work on a new plan which is anticipated to be adopted in spring 2020. Mr. Kuykendall distributed a flier to the Mayor and Board of Trustees regarding the task force.

ITEMS FOR DISCUSSION AND CONSIDERATION:

- a) Consideration – Approval of the February 14, 2019 Village Board Meeting Minutes

Mayor Sass reported that all trustees were present. 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 February 14, 2019 Village Board Meeting Minutes.

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

- b) Consideration – Approval of the February 28, 2019 Bill List in the amount of \$445,187.32

Mayor Sass reported that \$36,620.09 of the bill list expenditures was from the FY18 Budget and the remaining \$408,567.23 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 28, 2019 Bill List in the amount of \$445,187.32.

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

- c) Consideration – An Ordinance Approving the Issuance of a Video Gaming Location License to Tufano’s Pizzeria; 10385 Vine Street

Mayor Sass reported that the Village of Huntley regulates video gaming licenses and terminals in the Village through its Code of Ordinances, Title XI, Section 110.60 Gaming Licenses. 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.

Staff Analysis

The Village is in receipt of a Class “A” Liquor License (which allows for video gaming) request from Mr. Ignazio Tufano for Tufano’s Pizzeria; 10385 Vine Street. Mr. Tufano informed staff it is his intent to include five (5) video gaming machines within the expansion of his existing carry-out facility, which will provide dine-in seating after all renovations have been completed. The gaming machines will be located in the adjacent unit within a newly constructed gaming area required to comply with all Village screening requirements. Development Services Department Staff is working with the petitioner on obtaining acceptable plans for the remodeling of the adjacent unit. Approval is being requested at this time to allow for the video gaming location within Tufano’s Pizzeria upon the completion of the remodel of the adjacent unit and issuance of a certificate of occupancy. For more detailed information, please see the staff report in the Liquor Commission packet.

Financial Impact

Payment for five (5) machines as well as the terminal operator fee will be processed upon approval of the gaming location.

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 reported that Ignazio Tufano was in attendance to answer questions.

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

Trustee Leopold asked if there were separate restrooms for men and women. Mr. Tufano reported that there were two (2) individual single-stall unisex restrooms.

Trustee Piwko requested that Tufano's please update and paint the existing unit. Mr. Tufano agreed.

Trustee Goldman asked if both units will be redone. Mr. Tufano stated that both units would be updated.

Trustee Kanakaris suggested that they add more tables.

There were no other comments or questions.

A MOTION was made to approve an Ordinance Approving the Issuance of a Video Gaming Location License to Tufano's Pizzeria; 10385 Vine 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

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- d) Consideration – Approval of the Village of Huntley 2019 Street Improvement Program:
 - i. Consideration - Approval of a Resolution to Appropriate \$985,000 in Motor Fuel Tax Funds for Maintenance of Streets and Highways for the 2019 Street Improvement Program
 - ii. Consideration - Approval of a Resolution to Execute a Construction Contract with Geske & Sons, Inc. for the 2019 Street Improvement Program

Director of Public Works and Engineering Timothy Farrell reported that the 2019 Street Improvement Program targets the resurfacing of the Georgian Place subdivision consisting of approximately 18,960 feet (3.6 miles) of roadway. Georgian Place was originally constructed in three phases between the years 2004 to 2006 and generally in accordance with the phasing exhibit included in the Board packet.

The proposed rehabilitation method will consist of a combination of the following three methods of pavement rehabilitation:

- Full Depth Pavement Removal & Replacement (Phase 1 and 2)
- Edge Grind & Overlay (Phase 3)

All three rehabilitation methods will include spot repairs to curb and gutter (at locations of poor drainage, deteriorated concrete or at ADA ramps) PCC sidewalk repairs (at trip hazards equal to or greater than ½", and ADA accessible ramp retrofits), and select qualifying PCC driveway apron replacements. Also included would be any necessary structure adjustments, replacement of damaged public utility frames and lids in the roadway, and replacement of defective roadway drainage structures. All thermoplastic pavement markings will be replaced in kind and all crosswalk locations will be evaluated for the placement of additional pavement markings and pedestrian crossing signage. Lastly, the roadways will include the installation of subsurface roadway underdrains in identified design locations.

In terms of the driveway apron repairs, 2” of heaving/settlement are the criteria used to warrant replacement, consistent with past practice. Based on field measurements, thirty-nine (39) driveway aprons were identified for replacement at a cost of approximately \$67,485. There are an additional 45 driveway aprons with settlement/heaving below 2” to 1.5” and an additional 139 driveway aprons with settlement/heaving down to 1”. A heaving/settlement concrete driveway apron evaluation and cost analysis table is included for review. Also consistent with past practice, concrete spalling alone does not meet the criteria to warrant replacement of a driveway apron. Field observations identified a total of 132 driveway aprons with major to moderate spalling and an additional 121 driveway aprons with minor spalling. A spalling concrete driveway apron evaluation and cost analysis table is also included for review. For property owners wishing to address concrete aprons not meeting the criteria for replacement, staff proposes that the Village offer the 50/50 Program that would provide a 50% cost share up to a maximum of \$500, again consistent with past practice. The Village has \$25,000 budgeted in the Sidewalk Replacement Program for the 50/50 Program.

On February 14, 2019, the Village received bids from six (6) contractors for the 2019 Street Improvement Program. The bid results are summarized in the bid tabulation summary table.

Bid Tabulation Summary:

COMPANY	BID AMOUNT
<i>Engineer’s Estimate</i>	<i>\$1,818,333.00</i>
GESKE & SONS, INC.	\$1,538,779.75
PLOTE CONSTRUCTION, INC.	\$1,565,983.27
SCHROEDER ASHPALT SERVICES, INC.	\$1,605,959.70
ARROW ROAD CONSTRUCTION CO.	\$1,649,329.53
J.A. JOHNSON PAVING CO.	\$1,671,077.08
CURRAN CONTRACTING CO.	\$1,794,509.25

Staff Analysis

Staff has reviewed the bids and all is in order for consideration of the bid award to the lowest, responsible bidder, Geske & Sons, Inc. in the amount of \$1,538,779.75 contingent upon IDOT approval of the Motor Fuel Tax (MFT) resolution for the appropriation of funds. Work is anticipated to begin on or about May 6, 2019, with a project completion date of August 30, 2019. In an effort to limit the duration of the disturbance from the construction activity throughout the subdivision, the contract requires construction start and completion phasing per the attached construction phasing calendar.

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 funding for the 2019 program in the amount of \$915,000.00 for engineering and partial construction costs from the Streets Improvements and Roads & Bridges Fund,

420-00-00-8000 and \$985,000.00 for construction costs from the MFT Fund, 460-00-00-8001. The IDOT MFT appropriation is a procedural requirement for the use of MFT funds. The full amount of the MFT appropriation will be used for construction. Any unexpended budget funds will remain in the Streets Improvements and Roads & Bridges Fund.

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

A MOTION was made to approve a Resolution to Appropriate \$985,000 in Motor Fuel Tax Funds for Contract Construction for the 2019 Street Improvement Program.

MOTION: Trustee Leopold

SECOND: Trustee Hoeft

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

NAYS: None

ABSENT: None

The motion carried: 6-0-0

A MOTION was made to approve a Resolution Authorizing a Bid Award and Construction Contract with Geske & Sons, Inc., in the amount of \$1,538,779.75 for the 2019 Street Improvement Program.

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

- e) Consideration – A Resolution Approving a Proposal for Professional Construction Engineering Services for the 2019 MFT Street Improvement Program – Christopher B. Burke Engineering, Ltd in an Amount Not To Exceed \$125,000.00

Director of Public Works and Engineering Timothy Farrell reported that a Proposal for Construction Engineering Services for the 2019 Motor Fuel Tax (MFT) Street Program has been received from Christopher B. Burke Engineering, Ltd. (CBBEL). Services will consist of construction engineering for the rehabilitation of the Georgian Place Subdivision consisting of approximately 18,960 feet (3.6 miles) of roadway. Georgian Place was originally constructed in three phases between the years 2004 and 2006.

Staff Analysis

The proposed rehabilitation method will consist of a combination of the following three methods of pavement rehabilitation:

- Edge Grind & Overlay
- Grind & Overlay
- Full Depth Pavement Removal & Replacement

All three rehabilitation methods will include spot repairs to curb and gutter (at locations of poor drainage, deteriorated concrete or at ADA ramps) PCC sidewalk repairs (at trip hazards equal to or greater than ½", and ADA accessible ramp retrofits), and select qualifying PCC driveway apron replacements. Also included would be any necessary structure adjustments, replacement of damaged public utility frames and lids in the roadway, and replacement of defective roadway drainage structures.

All thermoplastic pavement markings will be replaced in kind and all crosswalk locations will be evaluated for the placement of additional pavement markings and pedestrian crossing signage. Lastly the roadways will include the installation of subsurface roadway underdrains in identified design locations.

Director Farrell reported that the combined costs came out to about 11% of the project cost which is a typical amount.

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 funding for the 2019 program in the amount of \$915,000.00 for engineering and partial construction costs from the Streets Improvements and Roads & Bridges Fund, 420-00-00-8000 and \$985,000.00 for partial construction costs from the MFT Fund, 460-00-00-8001.

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

A MOTION was made to authorize a Resolution Approving a Proposal for Professional Construction Engineering Services for the 2019 MFT Street Program – Christopher B. Burke Engineering, Ltd. in an amount not to exceed \$125,000.00.

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

- f) Consideration – A Resolution Approving a Proposal for Professional Design Engineering Services for the 2020 MFT Street Program – Christopher B. Burke Engineering, Ltd in an Amount Not To Exceed \$45,000.00

Director of Public Works and Engineering Timothy Farrell reported that a Proposal for Design Engineering Services for the 2020 Motor Fuel Tax (MFT) Street Program has been received from Christopher B. Burke Engineering, Ltd. (CBBEL). Services will consist of design engineering for the rehabilitation of the Northbridge Subdivision comprising of approximately 18,290 feet (3.5 miles) of roadway. Northbridge was originally constructed in four phases between the years 2004 and 2006.

Staff Analysis

A thorough pavement evaluation will be conducted to determine the most suitable rehabilitation method. CBBEL and a soils sub-consultant, Rubino Engineering, Inc., will evaluate each roadway based on pavement cores, subgrade soil properties and a visual evaluation. The evaluation and subsequent proposed rehabilitation method will consist of one of the following three methods of pavement rehabilitation or a combination thereof:

- Edge Grind & Overlay
- Grind & Overlay
- Full Depth Pavement Removal & Replacement

All three rehabilitation methods will include spot repairs to curb and gutter (at locations of poor

drainage, deteriorated concrete or at ADA ramps) PCC sidewalk repairs (at trip hazards equal to or greater than ½”, and ADA accessible ramps retrofits), and select qualifying PCC driveway apron replacements. Also included would be any necessary structure adjustments, replacement of damaged public utility frames and lids in the roadway, and replacement of defective roadway drainage structures. All thermoplastic pavement markings will be replaced in kind and all crosswalk locations will be evaluated for the placement of additional pavement markings and pedestrian crossing signage. Lastly the roadways will be evaluated for the installation of subsurface roadway underdrains.

Design engineering should be initiated at this time so that the project can progress through the bidding and construction season for 2020. Also, based on the cost estimates developed from the evaluation, the Village can consider FY20 budgetary implications and determine if a phased construction approach will be necessary.

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 funding for design engineering in the Street Improvement and Roads & Bridges Fund, 420-00-00-8000.

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

A MOTION was made to authorize a Resolution Approving a Proposal for Professional Design Engineering Services for the 2020 MFT Street Program – Christopher B. Burke Engineering, Ltd. in an amount not to exceed \$45,000.00.

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

After the vote, Trustee Leopold asked Staff if the State was keeping a portion of the MFT funds and, if so, how much. Village Manager Johnson stated that he believed that there has been no change to the percentage of MFT revenues received by the Village.

- g) Consideration – A Resolution Approving the Bid Award to C.T. Veach, Inc. for Landscape Maintenance Services

Director of Public Works and Engineering Timothy Farrell reported that the Village of Huntley is responsible for maintaining the grounds on all Village-owned property, certain areas within Special Service Area No. 5 (Southwind), as well as certain tracts of Village rights-of-way (ROW). The Village has also been maintaining the IL Route 47 medians the last several years. The combined Village maintained areas total approximately 106 acres over 198 separately defined tracts. To accomplish all of the necessary work, the Village utilizes contractors to share in the workload. For the 2019 season, the Village has targeted 46 acres consisting of 93 separate tracts for contract work. Public Works crews would still be responsible for over half of the maintained responsibility. Tracts targeted for contract

generally consist of the more precarious areas such as highly travelled ROW and areas with steeper slopes adjacent to detention basins. The Municipal Complex has also been identified for contract.

On Thursday, January 24, 2019 the Village received bids from six (6) contractors for the contract Landscape Maintenance Services. The bid documents required a Base Bid and a Mandatory Alternate Bid for each of three consecutive years beginning in 2019. Renewal each year would be subject to Village approval. The Year 1 (2019) bid results are summarized as follows:

Company Name	Base Bid	Alternate Bid	Total Bid
<i>Engineer's Estimate</i>	\$68,000.00	\$30,000.00	\$98,000.00
Americana Landscape Group, Inc.	\$39,344.00	\$20,720.00	\$60,064.00
C.T. Veach, Inc.	\$58,465.00	\$25,150.00	\$83,615.00
Apex Landscaping	\$76,745.00	\$31,101.00	\$107,846.00
AB Sanchez, Inc.	\$77,390.00	\$60,205.00	\$137,595.00
Sebert Landscaping	\$103,509.00	\$55,948.00	\$159,457.00
Balanced Environments, Inc.	\$113,819.00*	\$40,545.00	\$154,364.00

**Corrected from as-read Bid*

The Base Bid landscape maintenance activities consist of litter and debris pick-up, turf and roadside mowing, weed control and fertilizing in the identified areas. The Alternate Bid landscape maintenance activities consist of mulching and pruning for the same areas, aeration at the Municipal Center along with weed control and fertilizer for the remainder of the Village maintained areas. Weed and fertilizer spraying for Village staff would be limited to spot spraying as necessary to address nuisance areas.

Staff Analysis

The bids have been reviewed by staff. Americana Landscape Group has requested that their bid be withdrawn from consideration. Therefore, the next lowest responsive, responsible bidder for Landscape Maintenance Services is C.T. Veach in the total bid amount of \$83,615.00 for the Base Bid and Alternate Bid. All is in order to award the bid to C.T. Veach, Inc.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Preserve and Enhance Quality of Life for Village Residents* as a Strategic Priority, and “Improve Appearance of Public and Private Properties” as an objective.

Financial Impact

The FY2019 Budget includes \$150,000 in the Facilities & Grounds Maintenance Fund, 410-00-00-6179, \$98,000 of which is earmarked for the work identified under this contract.

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

A MOTION was made to approve a Resolution Approving the Bid Award to C.T. Veach, Inc. for Landscape Maintenance Services.

- 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

- h) Consideration – A Resolution Approving a Contract with Comcast Business for Phone Service

Assistant Village Manager Lisa Armour reported that the contract with the existing phone service vendor, CallOne, expires in April. As a third party provider, CallOne relies on infrastructure owned and maintained by others. The Village has experienced various service outages over the past several years as a result of the age and type of lines that CallOne utilizes. Staff has been exploring other options to find a more cost-effective and reliable service. Assistant Village Manager Armour thanked Karl Schmidt, IT Manager, for his research work regarding the service.

Staff Analysis

After researching various providers, staff has identified a solution from Comcast Business that would utilize the current fiber connections to Village facilities at less than half the cost of the current service. This solution would also utilize the existing phones and phone system hardware. The service includes voice over internet protocol (VOIP) service for all phones (173 internal extensions) as well as a number of POTS lines (21) required for elevators and alarm systems.

Financial Impact

To secure the best pricing, a three-year contract is proposed for a total monthly amount of \$961.65 for the life of the contract, for a yearly total of \$11,539.80. One-time installation fees are approximately \$1,700. Current phone service fees are approximately \$2,300 per month.

Assistant Village Manager Armour reported that Karl Schmidt, IT Manager, and Aron Van Cleave, Strategic Account Executive from Comcast Business Services, were 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 Contract with Comcast Business for Phone Service.

- MOTION:** Trustee Westberg
- SECOND:** Trustee Goldman
- 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: None

VILLAGE PRESIDENT’S REPORT: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

Trustee Leopold suggested that at some time in the future, the Village Board may want to discuss putting a limit on the number of gaming terminals allowed in the Village.

EXECUTIVE SESSION: None

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 7:38 p.m.

MOTION: Trustee Hoeft

SECOND: Trustee Westberg

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary