

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

**CALL TO ORDER:**

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, March 28, 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, Harry Leopold, John Piwko and JR Westberg.

**ABSENT:** Trustee Niko Kanakaris

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

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

**PUBLIC COMMENTS:**

Jordan Francisco, Greenest Region Corps Sustainability Advisor, distributed information regarding the organization and its membership and asked for support from the Village by endorsing the Metropolitan Mayors Caucus' Greenest Region Compact via Resolution.

**ITEMS FOR DISCUSSION AND CONSIDERATION:**

- a) Consideration – Approval of the March 28, 2019 Bill List in the amount of \$440,961.28

Mayor Sass reported that \$10,458.15 of the bill list expenditures was from the FY18 Budget and the remaining \$430,503.13 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 March 28, 2019 Bill List in the amount of \$440,961.28.**

**MOTION:** Trustee Goldman

**SECOND:** Trustee Westberg

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

**NAYS:** None

**ABSENT:** Trustee Kanakaris

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

- b) Consideration – An Ordinance Approving a Certificate of Correction to the Final Plat of Subdivision and Minor Amendment to the Final Planned Unit Development for Pod 5 of

the Talamore Subdivision

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that on December 20, 2018, the Village Board approved a minor amendment to the Final Planned Unit Development (PUD) for Pod 5 to allow construction of the Andaré single-family product and reduction in certain transition fees. At that time, it was also discussed that Lennar may return at a later date to request a reduction to the minimum rear yard setback and minimum setback between rear building lines to allow for sunrooms on the rear of the homes.

As part of the approved Preliminary and Final Planned Unit Development for Pod 5, the petitioner was granted variances from the Huntley Zoning Ordinance lot standard and bulk regulations which were reflected on the recorded Final Plat of Subdivision and Final PUD Ordinance for Pod 5. The following table compares the setbacks that were approved as part of the Final Plat/Final PUD and the proposed modifications.

	APPROVED SETBACK	PROPOSED SETBACK
Minimum front yard setback	10 feet	No change proposed
Minimum rear yard setback	15 feet	<i>5 feet</i>
Total minimum side yard setback	14 feet	No change proposed
Minimum side yard setback	5 feet	No change proposed
Minimum side yard abutting a street	10 feet	No change proposed
Maximum building height	35 feet	No change proposed.
Minimum setback between rear building lines	50 feet	<i>40 feet</i>

The reduction to the rear yard setbacks will allow sunrooms to be added to the majority of lots within Pod 5 while providing no less than 40 feet between the rear of homes. Pod 5 includes greenspace behind all homes which varies in width throughout the subdivision. In most areas the width of the greenspace allows the 50-foot setback between the rear of homes even when the rear yard setback is reduced to 5 feet; however, there are six areas (see exhibit) that cannot meet the 50-foot setback when sunrooms are added to the homes. In these six areas a 40-foot setback would be provided between the rear of the homes. Staff notes, a 40-foot setback is provided between the rear of homes in Pod 2 where the Andaré product has also been built.

Plan Commission Recommendation

The Plan Commission reviewed the proposed Certificate of Correction to the Final Plat of Subdivision at their meeting on Monday, March 25, 2019.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies “Promote New Business Development, Retention, and Expansion” as a Strategic Priority, “Diversify Residential Development Options” as a goal, and “Pursue new residential development” as an objective.

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

Trustee Westberg asked if there are any groundwater issues due to amendment. Director Nordman reported that Staff is working with Lennar regarding sump pump discharge and noted that the utilities are already installed.

There were no other comments or questions.

**A MOTION was made to approve an Ordinance Approving a Certificate of Correction to the**

**Final Plat of Subdivision and Minor Amendment to the Final Planned Unit Development for Pod 5 of the Talamore Subdivision.**

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

- c) Conceptual Review of a Proposed Site Plan and Building Elevations for Two (2) Multi-Tenant Retail Buildings on Lot 8 of Regency Square Subdivision Unit 1 and a Parking Lot on Lot 9 of Regency Square Subdivision Unit 1

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that the petitioner has submitted conceptual plans for the development of Lots 8 and 9, Regency Square Subdivision Unit 1 which is zoned “C-2 PDD” Regional Retail – Planned Development District. The ±2.95-acre Lot 8 is located immediately north of Princeton Drive and south of Heartland Bank and is proposed to be the site of two (2) multi-tenant retail buildings. The ±1.31-acre Lot 9 is located immediately south of Princeton Drive and is proposed to be used for overflow parking.

Staff Analysis

Any proposed development within Regency Square is subject to the Regency Square Development Guidelines which provide the standards for site planning, building design, construction, landscaping and signage. Subject to the Guidelines, each development is required to go through the Site Plan approval process with the Plan Commission and Village Board.

*Site Plan*

The proposed site plan for the two multi-tenant buildings on Lot 8 shows two structures in an “L” shape with a 15-foot wide promenade walkway between them. The total building area is 20,415 square feet. The tenant spaces on the 7,256 square foot north building face east toward Route 47, with an outdoor trellis covered patio space located at the northeast corner, creating a bump-out into the parking area. The tenant spaces on the 13,159 square foot south building face east and south toward Princeton Drive and Route 47, with the majority of the shops facing south toward Princeton Drive. The south building also includes a 1,000 square foot upper level to be used for office space. This building includes two trellis covered outdoor patio spaces, one on the south side and one on the west side. The promenade walkway offers access between the east and west parking lots on Lot 8. A drive-through is not proposed with any of the tenant spaces.

The site/building data delineates 129 regular parking spaces and 6 handicap spaces on Lot 8, and 36 regular spaces on Lot 9, totaling 171 spaces. In addition, the petitioner is proposing 26 land banked spaces for future development. The proposed 171 parking spaces exceed the required 87 parking spaces (four spaces per 1,000 square feet for retail) for the entire development.

*Summary of Required Parking*

	Bldg. Square Feet	Required Parking	Proposed Parking
BUILDING 1 – LOT 8	7,256 sf	30	
BUILDING 2 – LOT 8	14,159 sf	57	Total 129 regular, 6 handicap on Lot 8

PARKING LOT – LOT 9	0 sf	0	36
TOTAL Provided	21,415 sf	87	171, plus 26 land-banked

A parking lot setback of 100 feet is required from the Route 47 right-of-way. A 40-foot setback is proposed for both Lot 8 and 9, which is similar (39 feet) to that approved for lots from Beef Shack north to Starbucks.

The proposed site plan provides parking stalls that are 10 feet in width, which exceeds the 9 feet required by the Zoning Ordinance. The depths of parking stalls around the perimeter of the parking lot are 17.5 feet. The Zoning Ordinance allows parking spaces to be reduced to from 19 feet to 17.5 feet if they are located on the perimeter of the parking lot and if they allow space for vehicles to overhang into the landscaped area.

The proposed vehicular access to Lot 8 includes a full-access driveway on the existing Princeton Drive at the south side of the lot, and a full-access driveway on the west side of the lot as Princeton Drive changes from an east-west to a northerly direction. The single full access curb cut to the Lot 9 parking lot lines up with the full access point to Lot 8. Internal traffic circulation includes two-way, 26.5 foot-wide drive aisles throughout, and an 18 foot-wide one-way connection along the north side of the north building providing counter-clockwise access to the rear parking lot. Delivery access and loading zones are not addressed in the site plan and should be identified in the formal development application. Per the Regency Square Guidelines, loading areas shall not be oriented towards Route 47.

*Building Elevations*

The petitioner has provided elevations for building frontages that would face Route 47 and Princeton Drive. The proposed buildings range from 21 feet to 24 feet in height and the depths of the tenant spaces are also varied. The east and south building facades consist of a combination of face brick, stone veneer with a limestone top cap, composite wood horizontal siding, and prefinished metal and glass. Wall-mounted decorative sconces are proposed throughout.

*Landscaping*

The proposed site plan depicts foundation landscaping along the buildings and plantings within the parking lot islands and bump-outs. Additional landscaping should be provided in the southwest corner of Lot 9 to increase the buffer between the parking area and the two residential lots to the south. Also, additional berming and landscaping shall be considered along the Route 47 and Princeton Drive frontage to provide an adequate screening of the overflow parking lot.

*Signage*

The conceptual site plan includes a monument sign along the Route 47 landscape buffer of Lot 8, located 20-feet from the Route 47 right-of-way. The Regency Square Guidelines require ground signs to be set back 100 feet from Route 47 right-of-way, and relief will be required to allow the 20-foot setback. Relief granted for the lots for Beef Shack north to Starbucks allowed a 30-foot setback. The requisite plantings shown around the monument sign base and the conceptual building elevations reflect prototypical wall signage above each tenant storefront for the two elevations provided. Details regarding signage including directional and drive-through signs on the site will accompany the formal development application including any requested relief from the requirements.

*Lighting*

A lighting plan was not submitted for Concept Review. The Village’s Zoning Code requires parking lot lighting to have an average minimum illumination of two foot-candles and restrict light levels to 0.5 foot-candles at the property lines. Submittal of the lighting fixture cut-sheets and photometric plan

meeting the requirements will be provided with the formal application for development of the subject property. Particular attention should be paid to the lighting in the overflow parking area to ensure that the potential impacts to the residential lots to the south are minimized and should include the use of house-side shields.

### Required Relief

The proposed plans appear to require the relief as currently identified below. Additional relief may be required for the final site plan.

1. Buildings must be located on separate lots. The site plan proposes two buildings on one lot.
2. A private parking lot, as proposed for Lot 9, is considered an accessory use and must be located on the same zoning lot. The Lot 9 proposed parking lot, which is not required to meet the parking requirements for the buildings on Lot 8, would be the principal use on the lot, therefore requiring relief.
3. A parking lot setback of 100 feet is required from Route 47 right-of-way. A 40-foot setback is proposed for both Lot 8 and 9, which is similar (39 feet) to that approved for lots from Beef Shack north to Starbucks.
4. A 40-foot landscaped buffer is required along the southern edge of the Regency Square development which includes Lot 9. The proposed parking on Lot 9 is setback 5 feet from the south lot line, therefore requiring 35 feet of relief.
5. Regency Square Guidelines require a 35 feet building-to-building setback. A 15-foot separation is proposed for the buildings on Lot 8.
6. A parking lot setback of 10 feet is required from the side lot lines. A 4-foot parking setback is proposed on the north side of Lot 8, and a 5-foot parking setback is proposed on the south side of Lot 9.
7. A ground sign must be setback 100 feet from Route 47 right-of-way. A setback of 20 feet is proposed on Lot 8. A 30-foot setback was approved for lots from Beef Shack north to Starbucks.

### Legal Analysis

A public hearing will be required by the Plan Commission to consider the elements of relief required by the final Site Plan.

### Courtesy Review

The petitioner has requested the Village Board to conceptually review the proposed plans. 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.

### Strategic Plan Priority

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

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

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

Trustee Westberg asked about the location of trash enclosures and the width of the rear drive aisle.

Architect Larry Farrenkopf of Architects 127 reported that the drive aisle has been increased from 24 to 26.5 feet wide and noted that they added loading space on the west side. Mr. Farrenkopf also noted that the trash enclosure is going to be on the northwest corner of the property.

Trustee Westberg asked if the parking on the second parcel will be landbanked parking; Director Nordman stated that the plan includes 36 paved spaces and landbanked space for an additional 26 spaces. Mr. Farrenkopf noted that due to the project being planned as a mixed use; the second lot allows for additional parking.

Trustee Goldman asked how many possible businesses could be part of the project; Mr. Farrenkopf stated that if they are small the number could be up to 14. Mr. Farrenkopf also stated that they are not anticipating any drive-up or drive-through businesses.

Trustee Leopold asked for clarification of why they would like parking on Lot 9. Mr. Farrenkopf stated that it gives the project flexibility depending on the possible uses. Trustee Leopold stated that it could then be landbanked parking; Mr. Farrenkopf stated that it would depend on the uses.

Trustee Hoeft asked where snow would be stacked on site. Trustee Westberg noted that the plan calls for 50 spaces more than are required so there would be space for snow storage.

Trustee Piwko stated that he had concerns with the southern parking lot and safety issues.

There were no other comments or questions.

***No action was required as the Village Board was requested to review the proposed conceptual site plan and building elevations and provide any questions, comments, or concerns for the petitioner to consider as they proceed in the formal review process.***

- d) Consideration - An Ordinance Approving Amendments to Chapter 156: Zoning Ordinance of the Village of Huntley Code of Ordinances, specifically to: (i) add a definition for a Development Agreement to Article II Interpretations and Definitions, Section 156.011 Definitions; (ii) modify Article VI, Planned Development District (PDD) of Chapter 156; (iii) modify Article VII, Special Use Permits of Chapter 156; (iv) modify Article VIII, Planned Unit Development of Chapter 156; (v) modify Article XI, General Regulations of Chapter 156; and (vii) modify Article XIII Sign Regulations of Chapter 156

Village Manager David Johnson reported that the proposed text amendments to the Zoning Ordinance would provide the Village with the option to require a Development Agreement with the landowner for land zoned in either a Planned Development District (PDD), developed as a Planned Unit Development or as a Special Use. A Development Agreement is a written agreement recorded against the property entered into between the Corporate Authorities of the Village and the legal owner of the property subject to the Development Agreement and its lender evidencing the terms and conditions pertaining to the development of the property.

A Development Agreement would govern such matters including but not limited to: architecture; landscaping; lighting; parking including land banking of required parking; covenants governing the

dedication and long term maintenance of open space; timing and sequence on the installation of public improvements and infrastructure; permitted uses; accessory uses, structures and obstructions; bulk requirements; impact fees, dedications and contributions; fences; regulations over certain business; storage areas; maintenance of unimproved sites and condition of unimproved lots; and other matters pertaining to the use and development of the land.

### Staff Analysis

#### *Statement of Need and Justification*

In accordance with Section 156.204(E)(6) of the Zoning Ordinance, a statement of need and justification shall be provided for the proposed text amendment. The following statement is provided to satisfy this requirement:

The proposed text amendments are required to define a Development Agreement and to provide for the opportunity to utilize such an agreement for the Village to better promote the health, safety, morals, and general welfare of the community, to regulate the use and development of property through the exercise of its zoning authority and subdivision authority within the incorporated limits of the Village and to exercise its subdivision authority within the jurisdictional area outside of its incorporated limits.

#### *Standards for Amendments*

In accordance with Section 156.211(E) of the Zoning Ordinance, amending the Zoning Ordinance is a matter committed to the legislative discretion of the Board of Trustees and is not dictated by any set standard.

### Plan Commission Action

The public hearing to consider the proposed text amendments was held before the Plan Commission on Monday, March 25, 2019.

### Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Preserve and Enhance Quality of Life for Village Residents* as a priority, and “maintain high quality development standards” as a goal.

### Legal Analysis

The Village’s special legal counsel has reviewed the ordinance.

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

Trustee Piwko asked if the Plan Commission had any issues; Director Nordman stated that it was unanimously recommended by the Plan Commission.

There were no other comments or questions.

**A MOTION was made to approve an Ordinance Approving Amendments to Chapter 156: Zoning Ordinance of the Village of Huntley Code of Ordinances, specifically to: (i) add a definition for a Development Agreement to Article II Interpretations and Definitions, Section 156.011 Definitions; (ii) modify Article VI, Planned Development District (PDD) of Chapter 156; (iii) modify Article VII, Special Use Permits of Chapter 156; (iv) modify Article VIII, Planned Unit Development of Chapter 156; (v) modify Article XI, General Regulations of Chapter 156; and (vii) modify Article XIII Sign Regulations of Chapter 156.**

**MOTION: Trustee Leopold**

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

- e) Consideration - An Ordinance Approving the 2019 Village of Huntley Zoning Map Update

Mayor Sass reported that annually, in accordance with the Huntley Zoning Ordinance the Village is required to formally adopt an updated zoning map. The required notice, informing the public of the revised map, appeared in the Northwest Herald during the week of March 18, 2019.

Mayor Sass reported that there were no modifications to the zoning map within the past year.

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

**A MOTION was made to approve an Ordinance adopting the 2019 Village of Huntley Zoning Map.**

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

- f) Consideration - Resolution Authorizing a Contract Extension to Globe Construction for the 2019 Sidewalk Replacement Program

Director of Public Works and Engineering Timothy Farrell reported that the Sidewalk Replacement program has allowed the Village to concentrate on specific areas throughout the Village not targeted for repair through resident service requests and/or the MFT Program. The FY2019 Sidewalk Replacement Program is continuing to evolve in order to manage and address the numerous vertical surface discontinuities throughout the Village and provide safe pedestrian pathways. The 2019 program will now include saw cutting of qualifying panels consisting of a maximum of 1.5 inches surface separation. This will allow the Village to target more areas of repair in a less invasive and cost effective approach with an approximate 50% reduction in cost per panel.

On March 15, 2018 the Village of Cary received bids from six 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 participating communities included the Villages of Huntley and Fox River Grove, and the City of Woodstock. The bid included contract extensions for 2019 and 2020.

The bid results for Year 1 (2018) using the quantities from all four 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

Staff Analysis

The 2019 program will consist of sidewalk removal and replacement and saw cutting identified in the target areas below:

- Various locations along Church Street
- Various locations in Sun City

The project costs and unit pricing have been reviewed by the Public Works and Engineering Department staff. All is in order to renew the contract for the Sidewalk Replacement Program to Globe Construction from Addison, IL.

Financial Impact

The FY2019 Budget includes \$75,000 in the Streets Improvements and Roads & Bridges Fund, line item 420-00-00-8001 for the Sidewalk Replacement Program. Sixty thousand (\$60,000) is reserved for Sidewalk Replacement and \$15,000 is reserved for 50/50 Sidewalk Replacement.

Legal Analysis

The MPI contract extension meets bidding requirements.

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

Trustee Leopold noted that in the past the sidewalk forms were left in place for several days and asked that they be removed and the area repaired in a timely basis.

Trustee Westberg asked what the ramps were between the sidewalks; Director Farrell noted that at the corners they are ADA ramps so that people can detect when they are coming to the corner.

There were no other comments or questions.

**A MOTION was made to approve a Resolution Authorizing the Contract Extension to Globe Construction for the 2019 Sidewalk Replacement Program.**

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

- g) Consideration - Resolution Authorizing a Contract Extension to JA Johnson Paving Company for the 2019 Edge Mill and Overlay Program

Director of Public Works and Engineering Timothy Farrell reported that the Edge Mill and Overlay Program has allowed the Village to concentrate on other road improvement areas within the Village not targeted for repair through the MFT Program. In 2018, the Village targeted NH 16 in Sun City where the roadways were edge milled 1.5” at the curb line to address areas of rutting and 0” at the centerline, which created additional crown for improved drainage and greater structural integrity. In 2019, the

Village is targeting NH 15 in Sun City (Big Horn Drive, Summerview Drive, Morning Glory Lane, and Primrose Court) and Automall Drive. The addition of Automall Drive was not originally included in the Street Improvement Program for FY2019 and the additional cost will be absorbed with the surplus of budgeted funds from the favorable MFT bids.

On March 9, 2017, the Village of Round Lake Beach received bids from three (3) contractors for the Municipal Partnering Initiative (MPI) Pavement Patching 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 Round Lake Beach was the lead MPI entity for this project and prepared the necessary contract bid documents. The other eight (8) participating communities included the Villages of Huntley, Cary, Fox River Grove, Grayslake, Lakemoor, and Lake Zurich, and the Cities of Crystal Lake, and Woodstock. The municipalities reserved the right to renew this contract for up to two additional one-year periods with 2019 being the third (3<sup>rd</sup>) and final year.

The bid results for Pavement Patching (2017) using the quantities from all nine (9) participating municipalities are summarized as follows:

J.A. Johnson Paving Company	\$439,274.34
Chicagoland Paving Contractors, Inc.	\$491,963.00
Schroeder Asphalt Services, Inc.	\$559,069.75

Staff Analysis

The edge mill and overlay projects are examples of a progressive approach by the Village that demonstrates the commitment to finding alternative and effective pavement management solutions while stretching available dollars and expanding the Street Improvement Program throughout the Village. The unit pricing and project cost of \$169,170.00 has been reviewed by the Public Works and Engineering Department staff. All is in order to renew the contract for the Edge Mill Overlay to JA Johnson Paving Company.

Financial Impact

The FY2019 Budget includes \$75,000 for the Edge Mill & Overlay and \$191,220.25 surplus of funds available as a result of the favorable Georgian Place Subdivision Street Improvements bid in the Streets Improvements and Roads & Bridges Fund, line item 420-00-00-8001.

Legal Analysis

The MPI contract extension meets bidding requirements.

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

**A motion by the Village Board to Approve a Resolution Authorizing the Contract Extension to JA Johnson for the 2019 Edge Mill and Overlay Program.**

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

- h) Consideration – Resolution Approving the Purchase of Road Rock Salt from Cargill Inc. Salt Division through the State of Illinois Department of Central Management Services (CMS) Joint Purchasing Procurement Program

Director of Public Works and Engineering Timothy Farrell reported that the Village has received notification from the Department of Central Management Services (CMS) for the 2019-2020 rock salt joint purchasing contract. The Village's existing contract with CMS, BidBuy CMS Contract #18-416CMS-BOSS4-P-4129, contains a renewal option. If the Village chooses to continue purchasing rock salt through the CMS contract, commitment in writing is required by the April 1, 2019 deadline.

#### Staff Analysis

The Village routinely purchases rock salt through the State of Illinois CMS Joint Purchasing Program. On an annual basis, CMS competitively bids rock salt purchases that secure more effective pricing than agencies individually purchasing rock salt on the open market due to economies of scale. The Village typically orders 2,000 to 2,500 tons of salt for seasonal road deicing applications. However, over 3,000 tons was consumed during the 2018/2019 winter given the extreme snow and ice season experienced. It is estimated that 3,000 tons will be necessary to replenish low salt stockpiles and be prepared for the 2019/2020 season.

The contract from the CMS joint bid is with Cargill Inc. Salt Division at a bid price in the amount of \$68.55 per ton. The renewal option requires the same unit price with a maximum 10% increase. Therefore, the final unit price for renewal would range from \$68.55 to \$75.40 per ton. With a Village commitment of 3,000 tons of rock salt, at a maximum \$75.40 per ton, the cost would be approximately \$226,200. The Village may elect to not renew the contract and rebid the salt purchase. However, given the extreme 2018/2019, the unit price may potentially increase even more in a rebid situation.

The State of Illinois has established a very short response timeline for those who choose to participate in the Joint Purchasing program for rock salt. As such, a decision is necessary as the signed contract must be returned to CMS by the April 1, 2019, deadline.

#### Financial Impact

Funds will need to be earmarked as part of the FY2020 budget process. It is estimated that up to \$275,000 will be required in the General Fund, line item 100-60-61-7215 for snow and ice materials.

#### Legal Analysis

The State of Illinois Department of Central Management Services (CMS) Joint Purchasing Procurement Program meets bid requirements.

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 Purchase of Road Rock Salt from Cargill, Inc., Salt Division through the State of Illinois Department of Central Management Services (CMS) Joint Purchasing Procurement Program.**

**MOTION: Trustee Leopold**

**SECOND: Trustee Goldman**

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

**NAYS: None**

**ABSENT: Trustee Kanakaris**

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

- i) Consideration - A Resolution Authorizing the Lease to Own Purchase of a 2019 John Deere 410 Backhoe Loader from Westside Tractor Sales Co. through the Sourcewell Joint Purchasing Cooperative Contract 032515-JDC

Director of Public Works and Engineering Timothy Farrell reported that the FY2019 budget includes  
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funding for the lease-to-own purchase of a new 2019 John Deere (JD) 410 backhoe loader. This vehicle will replace Vehicle 1915, JD 310 SE backhoe loader that has reached the end of its useful life.

Staff Analysis

The current 2000 JD 310 SE backhoe loader is showing signs of rust and rot as well as excessive wear and tear on all of the pivot joints and control linkages from nearly nineteen years of normal construction operation. The backhoe loader is essential to the function of Public Works as it is utilized for general loading and excavation operations on concrete and asphalt projects as well as repairing underground utilities including water main, sanitary and storm sewer.

Staff has received a proposal for the purchase of a 2019 JD 410 backhoe loader from Westside Tractor Sales Co. through the Source well (formerly NJPA) purchasing service cooperative. List price on the machine is \$190,441.00. Discounts include a 44% Source well (NJPA) discount of \$83,794.04 and the trade-in of the current JD backhoe loader valued at \$18,000. After the discounts and miscellaneous charges such as the inspection, destination, freight delivery and documentation fees, the machine will cost \$91,666.96. West Side Tractor Sales offers a lease-to-own option that would spread the purchase price over 5 years at 5.75% interest rate resulting in an estimated annual payment of \$20,494.43.

Financial Impact

The FY2019 Budget includes funding in the Wastewater Capital Improvement and Equipment Fund 525-00-00-8134 for the lease-to-own purchase of the JD 410 backhoe loader.

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

Trustee Leopold asked if it wouldn't be better to make the purchase outright; Village Manager Johnson stated that it is more efficient to lease to own this equipment.

There were no other comments or questions.

**A MOTION was made to approve a Resolution Authorizing the Lease-to-Own Purchase of a 2019 John Deere 410 Backhoe from Westside Tractor Sales Co. through the Source well Joint Purchasing Cooperative Contract 032515-JDC.**

**MOTION: Trustee Hoeft**

**SECOND: Trustee Leopold**

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

**NAYS: None**

**ABSENT: Trustee Kanakaris**

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

**VILLAGE ATTORNEY'S REPORT:** None

**VILLAGE MANAGER'S REPORT:**

Trustee Leopold asked if action has been taken regarding the semis parked in the Walmart lot overnight. Village Manager Johnson reported that Staff followed up with the store manager and an RV was removed. Village Manager Johnson stated that the Police Department will continue to follow up.

**VILLAGE PRESIDENT'S REPORT:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** None

**EXECUTIVE SESSION:**

- a) Probable or Imminent Litigation and Pending Litigation
- b) Contractual
- c) Property Acquisition, Purchase, Sale or Lease of Real Estate
- d) Appointment, Employment, Dismissal, Compensation, Discipline and Performance of an Employee of the Village of Huntley
- e) Collective Bargaining
- f) Appointment, Discipline or Removal of Public Officers
- g) Appointment of a Public Officer
- h) Review of Closed Session Minutes
- i) Other

**A MOTION was made to enter into Executive Session at 7:43 p.m. regarding: c) Property Acquisition, Purchase, Sale or Lease of Real Estate.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Hoeft**

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

**A MOTION was made to exit Executive Session at 8:08 p.m.**

**MOTION: Trustee Leopold**

**SECOND: Trustee Westberg**

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

**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 8:09 p.m.**

**MOTION: Trustee Hoeft**

**SECOND: Trustee Westberg**

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

Respectfully submitted,

Barbara Read  
Recording Secretary