

**VILLAGE OF HUNTLEY  
VIRTUAL VILLAGE BOARD  
April 9, 2020  
MEETING MINUTES**

**CALL TO ORDER:**

A virtual meeting of the Village Board of the Village of Huntley was called to order on Thursday, April 9, 2020 at 7:00 p.m. Call in number: 847-748-0565 PIN: 57731

**ATTENDANCE:**

**PRESENT VIA TELEPHONE:** Mayor Charles Sass; Trustees: Ronda Goldman, Tim Hoeft, Niko Kanakaris, Harry Leopold, John Piwko, and JR Westberg.

**ABSENT:** None

**IN ATTENDANCE VIA TELEPHONE:** 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, Director of Finance Cathy Haley, Chief Robert Porter, and Village Attorney John Cowlin.

Mayor Sass read the following into the record:

Thank you for joining us for the April 9<sup>th</sup> virtual Village of Huntley Board meeting. Pursuant to Governor Pritzker's Executive Order No. 2020-07 (COVID-19 Executive Order No. 5), Governor Pritzker has suspended certain rules of the Open Meetings Act – specifically the Executive Order permits remote public meetings. In light of the current COVID-19 public health emergency and the prohibition of public gathering of 10 or more, the Village Board has chosen to conduct the board meeting remotely.

All public comments received prior to 5:00 today will be read into the record under Public Comments.

All members of the public are asked to mute your phones. Village Trustees, please do not mute your phones.

To ensure orderly discussion, I will call upon each Trustee by name for each agenda item for any questions or comments prior to calling for a motion. Also, to ensure clarity in making motions, I would then ask that Trustee Westberg begin that process with the first item, which is to approve temporary rules for conducting the meeting, with the second to be made by Trustee Goldman. We will then conduct a roll call vote as usual by calling each Trustee's name. I would then ask Trustee Goldman to make the motion for the next item and Trustee Kanakaris to second the motion, and so on.

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

1. Approving Temporary Rules Concerning Public Comment, Participation, and Social Distancing at Public Meetings

Assistant Village Manager Lisa Armour reviewed the following:

*TEMPORARY RULES CONCERNING PUBLIC COMMENT,  
PARTICIPATION, AND SOCIAL DISTANCING AT VILLAGE PUBLIC MEETINGS*

On March 9, 2020, Illinois Governor J.B. Pritzker issued a statewide disaster declaration in response to the outbreak of Coronavirus Disease 2019 (COVID-19). Efforts are ongoing statewide and in the Village of Huntley to slow and stop the spread of COVID-19 and protect public health and safety. Such efforts include, among other things, prohibiting gatherings of more than ten people, requiring individuals to stay at home except for essential activities and operations, and requiring social distancing between individuals.

In furtherance of these efforts, the Village is temporarily conducting all meetings of the Village's boards, commissions, and other public bodies (collectively, "*Public Bodies*") virtually via teleconference, which will allow for remote attendance by the members of the Public Body, Village staff and representatives, and members of the public. To facilitate effective public participation in virtual meetings, the Village has established these Temporary Rules Concerning Public Comment, Participation, and Social Distancing at Village Public Meetings ("*Temporary Rules*"). These Temporary Rules will be in effect for a temporary duration as set forth below. The Temporary Rules are intended to ensure the continuation of essential Village business and functions, including the right of members of the public to attend public meetings and address Village public bodies and officials, while complying with directives of the Governor and State and local health officials to mitigate the COVID-19 outbreak.

These Temporary Rules shall apply to all Public Bodies of the Village during the term of the statewide and local disaster declarations relating to the COVID-19 outbreak (including any renewal or extension of the March 9, 2020 statewide disaster declaration) or any similar regional or local emergency or disaster declaration relating to COVID-19 that affects the Village. However, if a Public Body of the Village adopts a more specific temporary protocol or procedure relating to the COVID-19 outbreak, then the more specific protocol or procedure shall govern and control.

A. Temporary Rules for Submission of Written Comments to Public Bodies:

1. Any person may submit written comments to Village Public Bodies via email sent to [Huntley@huntley.il.us](mailto:Huntley@huntley.il.us). The email should identify its author by name and specify the particular Public Body to which the comment is directed (e.g. Village Board, Plan Commission, Zoning Board of Appeals, etc.).
2. Written comments may relate to one or more specific items on a Public Body's meeting agenda or other matters of public interest or concern.
3. The agenda for each virtual meeting will include a time for "Public Comment." All email comments that are received at least two hours before the commencement of the meeting, will be acknowledged by the Mayor or Chairperson ("*Presiding Officer*") and read aloud during the time for Public Comment.
4. All comments received by email will be appended to the minutes of the meeting to which the comments relate.

B. Temporary Rules for Virtual Attendance at Meetings of Public Bodies:

1. During the term of these Temporary Rules, members of Public Bodies and Village staff and representatives will attend meetings remotely by teleconference or other virtual means. Members of the Public Body will not physically convene at Village Hall or any other location identified by the Village.
2. Members of the public may also attend any virtual meeting remotely by telephone. The agenda for each virtual meeting will specify the conference call number and any other

necessary call-in or access information to be used by the public for remote attendance. The Village Hall will not be open to the public during any virtual meeting.

3. Except in the context of a formal public hearing conducted by a Public Body, members of the public who attend a virtual meeting of a Public Body will not be permitted to make oral comments or speak during the course of the meeting. Oral participation will be limited to the members of the Public Body, Village staff, and other Village representatives. Members of the public may address the members of the Public Body by submitting written comments in accordance with Section A of these Temporary Rules.
4. In order to minimize disruptions or distractions, the Presiding Officer may mute members of the public during the virtual meeting.
5. If any virtual meeting is convened using an electronic meeting platform on which “chat,” instant messaging, or similar functions may be available, the use of such functions shall be prohibited during the meeting. Any chats or similar communications sent during the course of a meeting in violation of these Temporary Rules shall be disregarded by the Presiding Officer and members of the Public Body and shall not be acknowledged, preserved, or considered part of the record of the meeting.

C. Enforcement:

1. Any person violating these Temporary Rules may be disconnected from a virtual meeting at the order of the Presiding Officer.

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

**A MOTION was made to approve the Temporary Rules Concerning Public Comment, Participation, and Social Distancing at Public Meetings.**

**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**

**PUBLIC COMMENTS:**

Assistant Village Manager Armour reported that two Public Comments were submitted and read them into the record:

Public Comment from Jim Saletta, retired Huntley Fire Chief and current President of the Huntley Area Lions Club: I have had the pleasure of working with Dave Johnson for many years. He is a true professional that has the rare combination of management and leadership skills, charisma and a sensitivity to the needs of other community organizations. Personally, I will miss him and I wish him and his family the best of luck in their future endeavors.

Public Comment from Mike Skala: It is with great sadness to see my Village Manager Dave Johnson leave his duties. I could not be happier for Dave and his family going to such a great opportunity as Aurora University. As the COO, I am sure he will have much success making the University a high functioning institution like he has done here in Huntley. Dave is always a pleasure to work with on a personal and professional basis. He is involved with the community and truly loves Huntley and the citizens he was entrusted to care for. Even though Dave is changing job locations, he is still dedicated to being involved in the community that he loves so much. He is and will be, a statesman for the community.

I have shared many happy days with Dave, mostly coaching soccer together for the Huntley Park District. I have shared lows and frustrations with Dave mostly in making the community a better place to live, work and play. Through the highs and lows we always worked well together. Our love for the task at hand was what kept us going. I knew that even when we disagreed we did so out of passion and not spite. There were large shoes to fill when Carl passed away and Dave has filled those shoes and even increased the size of the shoe. He came in, and along with the staff, moved the village forward. The changes he has been responsible for are prominent all over the village. I am proud to say that I live here and have been able to raise my family in a safe, wonderful environment. The ground work that is in place will continue to move the village forward for years to come.

In closing, Dave thank you for your years of service to Huntley. I wish that I could say these words publicly in person verses being read into the record, but this is the best under the circumstances. Just know that if I was at the Board meeting I would give you a big hug. Sincerely, Mike Skala

**ITEMS FOR DISCUSSION AND CONSIDERATION:**

- a) Consideration – Approval of the March 12, 2020 Village Board and March 16, 2020 Emergency Village Board Meeting Minutes

Mayor Sass reported that everyone was in attendance at both meetings and asked if the Village Board had any comments or changes; there were none.

**A MOTION was made to approve the March 12, 2020 Village Board and March 16, 2020 Emergency Village Board Meeting Minutes.**

**MOTION: Trustee Goldman**  
**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 April 9, 2020 Bill List in the amount of \$393,991.63

Mayor Sass reported that \$113,811.00 (or 28.8%) of the total bill list is attributable to the payment of development impact fees to other taxing bodies (\$39,655.00) and the purchase of new Squad laptops from DCS Office Technologies (\$74,156.00).

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

**A MOTION was made to approve the April 9, 2020 Bill List in the amount of \$393,991.63.**

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

- c) Consideration – An Ordinance Creating Certain Parking Regulations in the Village of Huntley – Drendel Road and Shirley Lane and Modification to Traffic Lanes on Westbound Sun City Boulevard between Del Webb Boulevard and Crestview Drive

Village Manager Johnson reported that per Village Board direction on March 12<sup>th</sup>, an ordinance has been prepared to address parking restrictions on a portion of Drendel Road and Shirley Lane, as well as modification to traffic lanes on westbound Sun City Boulevard between Del Webb Boulevard and Crestview Drive.

Staff Analysis

The draft ordinance restricts parking on the north side of Drendel Road and the west side of Shirley Lane in the vicinity of the tennis/pickle ball courts at Sun City. There are no existing parking restrictions for these streets. The ordinance also modifies the westbound traffic lanes on Sun City Boulevard between Del Webb Boulevard and Crestview Drive by reducing from two lanes to one lane of through traffic to accommodate on-street parking as depicted in the pavement marking and signage plan as presented to the Village Board on March 12<sup>th</sup> and also attached.

Financial Impact

The cost associated with the pavement markings on Sun City Boulevard is \$3,750. This cost is included with the agenda item related to the 2020 Thermoplastic Pavement Marking Program Bid Award.

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

**A MOTION was made to approve an Ordinance Creating Certain Parking Regulations in the Village of Huntley – Drendel Road and Shirley Lane and Modification to Traffic Lanes on Westbound Sun City Boulevard between Del Webb Boulevard and Crestview Drive.**

- 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**

- d) Consideration – An Ordinance Approving Site Plan Review, including any necessary relief, for the installation of Exterior Silos for TEQ LLC, 11320 Main Street

Director of Development Services Charles Nordman reported that on October 11, 2018 the Village Board approved a ±46,800 square foot manufacturing-warehouse addition for TEQ, located on the 6.06 acre site at 11320 Main Street. The property is zoned “M” Manufacturing district.

The addition was constructed in 2019, and has increased the capacity for their manufacturing and warehouse functions. One major component of the project was the addition of equipment to expand the plastic sheet extrusion line. This extrusion line utilizes approximately 200,000 lbs. of plastic resin per week along with another 200,000 lbs. of internal regrind per week. With this large amount of material, TEQ is now seeking approval to allow the placement of up to three plastic resin silos on the exterior of the facility (north of the new expansion).

Site Plan Review

The proposed exterior silos will be located at the northeast corner of the new warehouse facility at the corner of Kiley Drive and Bakley Street. The drawings indicate each silo is made of galvanized steel

and measures 38 feet tall and 12 feet wide. The silos are set back 14 feet from the Kiley Drive property line, thereby requiring 16-feet of relief from the thirty (30) foot setback requirement. A line-of-sight drawing is included with the plans indicating the silos will not obstruct the required 50-foot line-of-sight clearance from the corner Kiley Drive/Bakley Street.

If the silos are approved and constructed, TEQ expects the resin to be delivered via bulk trailers, averaging five trucks a week. The bulk trucks would deliver the plastic resin to the silos while parked on Kiley Drive.

#### *Landscaping*

The proposed site landscaping includes plantings surrounding the west, north, and east sides of the silos, including four (4) pear trees, twenty (20) sea green junipers, and ten (10) Jackman's Cinquefoil. All landscaping clears the 50-foot line-of-sight requirement from the street corner.

#### *Required Relief*

The proposed site plan requires the following relief:

1. Section 156.045 (C)(3) of the Zoning Ordinance requires a thirty (30) foot building setback from the lot line adjacent to the Kiley Drive. As proposed, the silos are setback 14 feet; therefore, requiring relief to encroach into the required setback by 16 feet.

#### Plan Commission Recommendation

The Plan Commission reviewed the petitioner's request on March 9, 2020 and, with no members of the public offering comments in favor or opposition to the request, recommended approval of the petition by a vote of 6 to 0, subject to the following conditions:

1. All public improvements and site development must occur in full compliance with the submitted plans (see list of exhibits) and all other applicable Village Municipal Services (Engineering, Public Works, Planning and Building) site design standards, practices and permit requirements.
2. The petitioner will comply with all final engineering revisions to be approved by the Village Engineer and Development Services Department.
3. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
4. No building permits are approved as part of this submittal.
5. No sign permits are approved as part of this submittal.

The Plan Commission added the following condition of approval:

6. Should TEQ (or successor) cease utilizing the silos for storage of plastic resin, they shall be required to dismantle and remove the silos immediately.

#### Strategic Plan Priority

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

Director Nordman reported that Dan Williams from TEQ was on the call to answer questions.

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

Trustee Westberg asked if the silos would be painted. Mr. Williams stated that they would not be

painted as they are galvanized and maintenance free for several years.

There were no other comments or questions.

**A MOTION was made to approve an Ordinance for Site Plan Review, including any necessary relief, for exterior silos for TEQ LLC, 11320 Main Street.**

**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**

- e) Consideration – An Ordinance Approving the 2020 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 30, 2020.

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 2020 Village of Huntley Zoning Map.**

**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**

- f) Consideration – Resolution Approving the Year 2 Bid Extension to JA Johnson Paving Company for the Edge Mill & Overlay Program

Director of Public Works and Engineering Timothy Farrell reported that the Edge Mill & 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 2019, the Village targeted NH 15 in Sun City (Big Horn Drive, Summerview Drive, Morning Glory Lane, and Primrose Court), Borden Street, and Automall Drive where the roadways were edge milled 1.5” at the curb line to address areas of rutting and 0” at the centerline, which creates additional crown for improved drainage and greater structural integrity. In 2020, the Village is targeting Sun City NH 12: Brookwood Drive, Bull Ridge Drive, Coventry Lane, Deer Meadow Lane, and Tall Grass Trail.

On May 9, 2019, the Village of Cary received bids from four contractors for the Municipal Partnering Initiative (MPI) Pavement Patching Program. The MPI is a municipality-based buying initiative where agencies 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 agency for this project and prepared the necessary contract bid documents. The four (4) participating agencies included the Village of Huntley, Village of Cary, City of

Crystal Lake, and the City of Woodstock. The municipalities reserved the right to renew this contract for up to two additional one -year periods with 2020 being the second year.

The bid results for Year 2 (2020) Bid Alternate #2 Edge Mill & Overlay and using Village of Huntley engineer’s estimated quantities are summarized as follows:

J.A. Johnson Paving Company	\$144,278.31
Chicagoland Paving Contractors, Inc.	\$177,987.20
Schroeder Asphalt Services, Inc.	\$188,445.75
Curran Contracting Company	\$188,940.30

Staff Analysis

The Edge Mill & 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 street improvements throughout the Village. The unit pricing and project cost of \$144,278.31 has been reviewed by the Public Works & Engineering Department staff. Based on acceptable performance for 2019, all is in order for consideration to approve the Year 2 Bid Extension to JA Johnson Paving Company.

Financial Impact

The FY20 Budget includes \$200,000 in the Streets Improvement and Roads & Bridges Fund, 420-00-00-8001.

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 Year 2 Bid Extension to JA Johnson for the Edge Mill & Overlay Program.**

- 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**

- g) Consideration – A Resolution Authorizing the Bid Award to Superior Road Striping Inc. for the 2020 Thermoplastic Pavement Marking Program

Director of Public Works and Engineering Timothy Farrell reported that the Pavement Marking program concentrates on specific areas throughout the Village not targeted for repair through the MFT Program to provide better levels of pavement marking presence and retro reflectivity. On March 12, 2020, the McHenry County Division of Transportation (MCDOT) received bids from six contractors for the Pavement Marking Program (Thermoplastic). 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. MCDOT was the lead MPI agency for this project and prepared the necessary contract bid documents. There are seven participating agencies for the Thermoplastic Pavement Markings contract that includes: Village of Huntley, McHenry County, Village of Algonquin, Village of Cary, City of McHenry, City of Crystal Lake, and Algonquin Township.

The bid results for Thermoplastic Pavement Markings (2020) using the quantities from all six



participating agencies are summarized as follows:

THERMOPLASTIC – PRICE FOR QUANTITIES FOR ALL AGENCIES

<i>Engineers Estimate</i>	<i>\$360,899.91</i>
Superior Road Striping	\$265,174.45
Roadsafe Traffic Systems	\$295,389.70
Precision Pavement Marking	\$304,640.02
Marking Specialists Corporation	\$339,586.76
Maintenance Coatings Company	\$341,796.70
STF, LLC dba Traffic Control Company	\$455,382.44

Superior Road Striping, Inc. was the lowest responsible bidder for Pavement Markings (Thermoplastic) in the amount of \$265,174.45 (Bid Tab enclosed). Using only the Village of Huntley planned quantities, Superior Road Striping, Inc. remained the lowest responsible bidder for Thermoplastic Pavement Markings in the amount of \$9,560.00 (\$3,750.00 which accounts for the parking modifications on Sun City Blvd).

The 2020 Thermoplastic Pavement Marking Program targeted areas are as follows:

- Sun City Blvd. (Parking Upgrades)
- Sun City Blvd. (Del Webb Blvd. to Countryview Rd.)

Staff Analysis

The bids have been reviewed by Public Works and Engineering Department staff. All is in order to award the bid to Superior Road Striping, Inc. for Thermoplastic Pavement Markings.

Financial Impact

The FY20 Budget includes sufficient funds in the Streets Improvement and Roads & Bridges Fund, 420-00-00-8001 for the 2020 Thermoplastic Pavement Marking Program in the amount of \$9,560.00.

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

Trustee Leopold asked if they could restripe Route 47 at Kreutzer Road or would that be the responsibility of IDOT. Director Farrell reported that it is IDOTs jurisdiction and that Staff will reach out to IDOT.

Trustee Westberg asked if this was the same company that over-sprayed a couple of years ago. Director Farrell stated that he did not think it was the same company but will speak with them to make sure over-spraying does not occur. Mayor Sass stated the issue was not with the thermoplastic company.

There were no other comments or questions.

**A MOTION was made to approve a Resolution Authorizing a Bid Award for the 2020 Thermoplastic Pavement Marking Program to Superior Road Striping, Inc. in the amount of \$9,560.00.**

**MOTION: Trustee Goldman**

**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 Authorizing the Bid Award to RoadSafe Traffic Systems, Inc. for the 2020 Paint Pavement Marking Program

Director of Public Works and Engineering Timothy Farrell reported that the Pavement Marking program concentrates on specific areas throughout the Village not targeted for repair through the MFT Program to provide better levels of pavement marking presence and retro reflectivity. On March 12, 2020, the McHenry County Division of Transportation (MCDOT) received bids from four contractors for the Municipal Partnering Initiative (MPI) Pavement Marking Program (Paint). 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. MCDOT was the lead MPI agency for this project and prepared the necessary contract bid documents. There are five participating agencies for the Paint Pavement Markings contract which includes: Village of Huntley, McHenry County, Algonquin Township, Village of Algonquin, and the City of McHenry.

The bid results for Paint Pavement Markings (2020) using the quantities from all five participating agencies are summarized as follows:

PAINT – PRICE FOR QUANTITIES FROM ALL FIVE AGENCIES

<i>Engineers Estimate</i>	\$295,527.95
RoadSafe Traffic Systems	\$326,433.74
Precision Pavement Marking	\$328,462.07
Perform Traffic Control Systems	\$388,745.37
STF, LLC dba Traffic Control Company	\$400,678.31

RoadSafe Traffic Systems, Inc. was the lowest responsible bidder for Pavement Markings (Paint) in the amount of \$326,433.74 (Bid Tab enclosed). Using only the Village of Huntley planned quantities, RoadSafe Traffic Systems, Inc. remained the lowest responsible bidder for Paint Pavement Markings in the amount of \$34,924.00.

The 2020 Paint Pavement Marking Program targeted areas are as follows:

- Clanyard Road (Countryview Rd. to Copperwynd Rd.)
- Copperwynd Road (Clanyard Rd. to Briar Hill Rd.)
- Del Webb Blvd. (Eakin Creek Ct. to Rt. 47)
- East Kreutzer Road (Route 47 to Village Limits)
- Hennig Road (Village Limits to Sun City Blvd.)
- Countryview Blvd. (Sun City Blvd. to Hemmer Road)
- Jim Dhamer Drive (Route 47 to Dead End; Includes: Quality Dr., George Bush Ct., Sandwald Rd., FYH Dr., Executive Ct.)
- Freeman Road (Route 47 to Village Limits)
- Route 47 & Main St. (Intersection)

Staff Analysis

The bids have been reviewed by Public Works and Engineering Department Staff. All is in order to award the bids to RoadSafe Traffic Systems, Inc. for Paint Pavement Markings.

Financial Impact

The FY2020 Budget for this program is \$35,000.00 for the Pavement Marking Program. The amount is budgeted in the Streets Improvement and Roads & Bridges Fund 420-00-00-8001.

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 Bid Award to RoadSafe Traffic Systems, Inc. for the 2020 Paint Pavement Marking Program in the amount of \$34,924.00.**

**MOTION: Trustee Kanakaris**

**SECOND: Trustee Leopold**

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

**NAYS: None**

**ABSENT: None**

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

- i) Consideration – A Resolution Authorizing a Contract Extension to Globe Construction for the 2020 Sidewalk Replacement Program in an amount Not to Exceed \$50,000.00

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 Sidewalk Replacement Program is continuing to evolve in order to manage and address the numerous vertical and horizontal displacements throughout the Village and provide a safe pedestrian access route for the community. The 2020 program is going to target Sun City NH 12 curb ramps in conjunction with the Edge Mill & Overlay Program.

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 agencies 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 agency for this project and prepared the necessary contract bid documents. The other three (3) participating agencies included the Village of Huntley, the City of Woodstock, and the Village of Fox River Grove. The bid included contract extensions for 2019 and 2020.

The bid results for the final year (2020) using the quantities from all four (4) participating municipalities are as follows:

Globe Construction	\$119,308.50
Upland Construction & Maintenance, LLC	\$143,089.20
RAI Concrete, INC.	\$176,084.00
Schroeder & Schroeder, INC.	\$166,691.26
Strada Construction, CO.	\$181,424.00
Alliance Contractors, INC.	\$297,608.0S

Staff Analysis

The project costs and unit pricing have been reviewed by the Public Works & Engineering Department Staff. All is in order to extend the final year (2020) contract to Globe Construction for the Sidewalk

Replacement Program.

Financial Impact

The FY20 Budget is \$75,000 for the Sidewalk Replacement Program. The amount is budgeted in the Streets 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 approving a Resolution Authorizing the Contract Extension to Globe Construction for the Sidewalk Replacement Program in an amount Not to Exceed \$50,000.00.**

**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**

- j) Consideration – A Resolution Authorizing a Contract for the 2020 Sidewalk Cutting Program to Safe Step, LLC through The Interlocal Purchasing System (TIPS) Cooperative Purchasing Program in the amount Not to Exceed \$100,000.00

Mayor Sass reported that the 2019 Sidewalk Cutting Program has allowed the Village to address 265 sidewalk service requests throughout Sun City. Sidewalk cutting has proved to be the most efficient and cost effective means of addressing vertical displacements in the Village as compared to remove and replace with an approximate 50% cost reduction in cost per panel. The sidewalk cutting criteria is as follows:

Condition Rating	Vertical Displacement	Recommended Treatment
Red	1.5" and Greater	REMOVE & REPLACE
Yellow	Between 0.25" – 1.5"	SAW CUT or GRIND
Green	0.25" and Less	NO TREATMENT

The FY20 Sidewalk Cutting Program is continuing to evolve in order to manage and address the numerous vertical displacements and provide a safe pedestrian access route (PAR) in the Village. The 2020 program consists of a more targeted approach and addresses all sidewalk vertical displacements in our annual Street Improvement Programs, which includes MFT and Edge Mill & Overlay. Sidewalk service requests meeting the criteria above will also be included in this program. The Sidewalk Cutting Program areas are as follows:

- Northbridge
- Various Service Request Areas
- Sun City NH 16, 15, 12, 4, 8

On April 26, 2018, The Interlocal Purchasing System (TIPS) received proposals for contract No. 180205 Trades, Labor and Materials 2 (JOC). TIPS is a National Purchasing Cooperative where public entities join forces to procure a wide range of public services in an effort to tap economies of scale. Safe Step is part of a national franchise called Precision Concrete Cutting (PCC) and through TIPS, won a national saw cutting contract which is available for any municipality that is a member of TIPS. There is no fee for the municipality to join, and many of the Northern Illinois municipalities are already part the TIPS

Cooperative. The Village has since been registered and is now a member of the TIPS Cooperative.

Staff Analysis

The proposed project areas will be surveyed by Safe Step in April and a detailed report with costs will be provided to Village staff. The Public Works and Engineering Department staff will review the reports and costs and authorize the saw cutting up to the not to exceed cost of \$100,000.00; and in order of priority as summarized below. Based on acceptable performance for 2019, all is in order for consideration to approve the contract award to Safe Step, LLC.

The estimated project costs and priority are summarized as follows:

Priority # 1	Northbridge Subdivision	\$40,000.00
Priority # 2	Various Service Request Locations	\$10,000.00
Priority # 3	Sun City NH 16, 15, 12, 4, 8	\$50,000.00

A cost savings will be realized in the Northbridge MFT Contract by completing sidewalk saw cutting in that area under this contract and deducting the sidewalk remove and replace quantity in the MFT Contract.

Financial Impact

The FY20 Budget includes \$75,000 in the Streets Improvement and Roads & Bridges Fund, line item 420-00-00-8000 for the Sidewalk Replacement Program. \$50,000.00 is reserved for Sidewalk Replacement and \$25,000.00 is reserved for Sidewalk Cutting. The FY20 Budget includes sufficient funds in the Streets Improvement and Roads & Bridges Fund for the additional sidewalk cutting areas in the amount of \$75,000.00.

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 Contract for the 2020 Sidewalk Cutting Program to Safe Step, LLC through The Interlocal Purchasing System (TIPS) Cooperative Purchasing Program in the amount Not to Exceed \$100,000.00.**

**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**

k) Consideration – The Appointment of Cathy Haley to the Huntley Police Pension Board

Mayor Sass reported that a vacancy currently exists on the Village of Huntley’s Police Pension Board. A notice was published announcing the vacancy and requesting interested parties to submit a letter of interest to the Finance Director.

Staff Analysis

Three letters were received in response to the notice. After discussion with the Village Manager’s Office, the Finance Director and the Mayor, the Mayor is recommending the appointment of Finance Director Cathy Haley to the Police Pension Board. She currently serves in the non-appointed role of Treasurer and regularly attends the quarterly meetings. The Pension Board consists of two active police officers, one retiree, and two appointments by the Village President.

Legal Analysis

Pursuant to 40 ILCS 5/3-128 (from Ch. 108 1/2, par. 3-128) Board created; A board of 5 members shall constitute a board of trustees to administer the pension fund and to designate the beneficiaries thereof. The board shall be known as the "Board of Trustees of the Police Pension Fund" of the municipality. Two members of the board shall be appointed by the mayor or president of the board of trustees of the municipality involved.

Legal counsel for the Police Pension Fund has confirmed this appointment to be within the regulations of the State Statute.

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

**A MOTION was made to approve the appointment of Finance Director Cathy Haley to the Village of Huntley Police Pension Board.**

- 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 stated that staff worked through the technical difficulties experienced at the beginning of the meeting so the next meeting should run more smoothly.

**VILLAGE PRESIDENT’S REPORT:**

- a) Declaration of Local State of Emergency

Mayor Sass reported that pursuant to the authority vested in the office of Village President by the Illinois Municipal Code Section 5/11-1-6, the Illinois Emergency Management Agency Act Section 3305/11 and Ordinance (O)2020-03.19 of the Village of Huntley, Village President Sass declared a local state of emergency on March 17, 2020 after finding that the standards as set forth in Ordinance (O)2020-03.19 had been satisfied. Per the ordinance, the state of emergency shall expire not later than the adjournment of the first regular meeting of the corporate authorities after the state of emergency is declared. As a result, the declaration expires as of April 9<sup>th</sup>.

Staff Analysis

Given the ongoing COVID-19 virus pandemic, the proclamation of disaster issued by Illinois Governor J.B. Pritzker regarding the COVID-19 pandemic, and the resulting threat to the health, safety and general welfare of our residents, the Declaration of Local State of Emergency is hereby extended and shall continue until such time as provided in Ordinance (O)2020-03.19. It is possible that the declaration may be extended again depending upon circumstances.

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

**A MOTION was made to extend the declaration of the local state of emergency.**

**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**

b) Acceptance of the Resignation of Village Manager David J. Johnson

Mayor Sass reported that the Village Board must officially accept the resignation of Village Manager David Johnson.

**A MOTION was made to accept the resignation of Village Manager David J. Johnson.**

**MOTION: Trustee Goldman**

**SECOND: Trustee Kanakaris**

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

**NAYS: None**

**ABSENT: None**

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

Village Manager Johnson read the following:

Thank you, Huntley!!

As you might imagine, I started this thank you message multiple times. I had a couple pages of rambling, incoherent thoughts, that I thought made sense, but didn't. So I am going to keep this short and sweet because in the end it's pretty simple. Here it goes.

Thank you, Huntley. This Village means the world to me. Outside of my family and friends, there is nothing that means more to me. My passion for serving you drove me each and every day.

I am grateful for being a part of so many projects in this Village. I won't even try to name them. Some were much more prominent than others, but all I know is the ones that were most satisfying to me were the ones that built homes for people to live in. Now, I watch children playing in yards and neighbors talking with one another, and I think back to when these areas were farm fields. Now they are neighborhoods! How cool is that? 28,000 neighbors and growing! Being part of building a community that people call home is no job at all. It is incredibly satisfying.

Likewise, being a part of a successful team is one of the best feelings in the world! My Huntley teams were many and included: The Mayor and Village Board, the employees, the incredible leadership and department heads of this Village, the HAART group, the elected official of the other public bodies, the chamber, businesses and most importantly the residents. I can't stress enough that the great things that have happened in this community and will happen in the future are because of the unselfish team work of all the people that make up these teams. I thank you all for letting me be a part of your team.

This was never a job to me. Don't get me wrong, I was compensated very well, and I will forever be indebted to this Village for taking care of me and my family. However, this position was a calling for me, and I approached it that way every day.

And speaking of my approach, for those who know me best, you know that I am hyper-competitive and hate losing. Perhaps, it wasn't the healthiest thing in the world, but every day on this job was an internal competition with myself to take this Village to a higher level.

Now, I am rambling again. So I am going to stop. Huntley, thank you for taking a chance on me. I will forever be appreciative for all that we accomplished together.

I look forward to seeing you all at a concert on the square this summer. If you don't see me, I might be the guy sitting off to the side soaking it all in and beaming with pride over the community we have built together!

Thank you, Huntley for allowing me to sit in this chair and be a part of your team! Dave

**c) Appointment of Assistant Village Manager Lisa Armour as Interim Village Manager**

Mayor Sass reported that the Village Board must officially appoint Assistant Village Manager Lisa Armour as Interim Village Manager.

**A MOTION was made to appoint Lisa Armour as Interim Village Manager.**

**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**

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Mayor Sass stated that as a small token of our appreciation for Dave's service, passion, and commitment to the Village of Huntley, and in recognition of his leadership as Village Manager over the past 12 years, I present this gift to say thank you. Dave's accomplishments over his tenure are too long to list. I think he said it best in his comments to the newspaper – the growth of the community, the transformation of the downtown, the \$60 million full interchange, the new hospital, and the collaboration with the other agencies in the community are just some of the highlights of his career here in Huntley. I think I can speak for all of the Board, staff, and residents of the Village that you will be greatly missed and we wish you all the best in your new endeavor.

Mayor Sass then presented Village Manager Johnson with an award.

**EXECUTIVE SESSION:** None

**POSSIBLE ACTION ON ANY CLOSED SESSION ITEM:** None

**ADJOURNMENT:**

**There being no further items to discuss, a MOTION was made to adjourn the meeting at 7:53 p.m.**

**MOTION: Trustee Westberg**

**SECOND: Trustee Piwko**



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

Respectfully submitted,

Barbara Read  
Recording Secretary

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