

**VILLAGE OF HUNTLEY  
COMMITTEE OF THE WHOLE MEETING  
February 21, 2013  
MINUTES**

**CALL TO ORDER:**

A meeting of the Committee of the Whole of the Village of Huntley was called to order on Thursday, February 21, 2013 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

**ATTENDANCE:**

**PRESENT:** Mayor Charles Sass; Trustees Pam Fender, Ron Hahn, Niko Kanakaris, Harry Leopold and John Piwko.

**ABSENT:** Trustee Nick Hanson

**IN ATTENDANCE:** Village Manager David Johnson, Senior Assistant to the Village Manager Lisa Armour, Management Assistant Barbara Read and Village Attorney Mike Coppedge.

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

**PUBLIC COMMENTS:** None

**ITEMS FOR DISCUSSION:**

- a) Discussion – Consideration of the February 28, 2013 Bill List in the Amount of \$303,167.62

Mayor Sass reported that \$65,903.74 of the bill list expenditures is from the FY12 Budget and the remaining \$237,263.88 is from the FY13 Budget. Mayor Sass asked if the Committee had any comments or questions; there were none.

*It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the February 28, 2013 Bill List in the Amount of \$303,167.62.*

- b) Discussion – Consideration of an Ordinance approving a Simplified Residential Zoning Variation for a building addition encroaching into the Rear Yard Setback – 10318 Oxford Drive

Village Manager David Johnson reported that the petitioners are requesting 9.76 feet relief from the forty (40') foot minimum rear yard setback to accommodate construction of a room addition on the north side of their "R-2" Single Family Residence -zoned residence at 10318 Oxford Drive.

The petitioners' request for relief from the required 40-foot rear yard setback would allow construction of a 14' x 18' (252 square feet) addition at the rear of the residence. The subject property is located at the northwest corner of the Oxford and Bennington Drives intersection and surrounded by lots of a similar shape and size. All surrounding lots also have the same setback requirements as the subject property. The petitioners have cited the relatively small size of the informal dining area at the rear portion of the existing residence as the reason they are seeking to expand the useable space within the home through construction of the room addition.

Zoning Board of Appeals Recommendation

The Zoning Board of Appeals reviewed the petition at a public hearing on February 13, 2013. The Zoning Board recommended approval by a vote of 5 to 0, subject to the following condition:

1. No building permits or Certificates of Occupancy are approved as part of the Simplified Residential Zoning Variation.

Village Manager Johnson reported that the petitioners were in attendance to answer questions.

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

***It was the consensus of the Committee of the Whole to forward on to the Village Board for approval an Ordinance approving a Simplified Residential Zoning Variation for a building addition encroaching into the Rear Yard Setback for Melton and Rebecca Cuaresma at 10318 Oxford Drive.***

- c) Discussion – Consideration of an Ordinance approving a Simplified Residential Zoning Variation for a building addition encroaching into the Rear Yard Setback – 10191 Bennington Drive

Village Manager Johnson reported that the petitioners are requesting 7.53 feet relief from the forty (40') foot minimum rear yard setback to accommodate construction of a room addition on the north side of their "R-2" Single Family Residence -zoned residence at 10191 Bennington Drive.

The petitioners' request for relief from the required 40-foot rear yard setback would allow construction of a 12' x 17' (204 square foot) screen room addition at the rear of the residence. The subject property is located on the south side of Bennington Drive and backs-up to an open space. All surrounding lots also have the same setback requirements as the subject property. The petitioners have cited the property's exposure to weather elements including wind and sun, wanting to escape insects and the relatively modest landscaping buffer in the rear yard as reasons for constructing the three-season room addition.

Zoning Board of Appeals Recommendation

The Zoning Board of Appeals reviewed the petition at a public hearing on February 13, 2013. The Zoning Board recommended approval by a vote of 5 to 0, subject to the following condition:

1. No building permits or Certificates of Occupancy are approved as part of the Simplified Residential Zoning Variation.

Village Manager Johnson reported that the contractor for the petitioners was in attendance to answer questions.

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

***It was the consensus of the Committee of the Whole to forward on to the Village Board for approval an Ordinance approving a Simplified Residential Zoning Variation for a building addition encroaching into the Rear Yard Setback of Daniel and Jennifer Wise at 10191 Bennington Drive.***

- d) Discussion – Consideration of an Ordinance Amending the Huntley Code of Ordinances – Business Regulations 110.24 – Limitation on Licenses – Adding one Class "A" License

Mayor Sass reported that the Village of Huntley regulates the sale of alcoholic beverages in the Village  
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through its Liquor Control Ordinance which provides for the issuance of certain classes of liquor licenses and establishes the number of licenses available in each class.

#### Staff Analysis

Consideration is being requested to amend the Liquor Control Ordinance to make available nine (9) Class “A” licenses instead of eight (8) in order to provide for the application from Triple K & B Inc, DBA Rookies 3; 12220 Princeton Drive. The application has been reviewed by Staff and all is in order for consideration.

The Class “A” license shall permit the retail, sale on the premises specified, of alcoholic liquor, for consumption on the premises, as well as other retail sale of alcoholic liquor in the original package. Listed below are the current licensed establishments with a Class “A” license:

1. Bricks and Ivy LLC d/b/a Parkside Pub
2. Jameson’s / Del Webb
3. Luigi’s Pizzeria
4. Offie’s Tap
5. Sammy’s Restaurant & Lounge
6. Soula’s Village Inn
7. Sponsors Bar & Grill
8. Tee 2 Green Indoor Golf, LLC

#### Financial Impact

The fee received for a yearly Class “A” License is \$950.00.

#### Legal Analysis

Section 110.24 of the Village Code of Ordinances limits the number of available licenses in each class. There is no available Class “A” license; therefore, if the Liquor Commission elects to issue a license to Triple K & B Inc; DBA Rookies 3, the Commission must create an additional Class “A” license.

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

***It was the consensus of the Committee of the Whole to forward on to the Liquor Commission for approval an ordinance authorizing the amendment to the Huntley Code of Ordinances Business Regulations 110.24 – Limitation on License – Adding one (1) Class “A” License – Liquor Control Ordinance.***

- e) Discussion – Consideration of an Ordinance Approving the Issuance of a Class “A” Liquor License to Triple K & B Inc DBA Rookies 3 / 12220 Princeton

Mayor Sass reported that the Village of Huntley regulates the sale of alcoholic beverages in the Village through its Liquor Control Ordinance, which provides for the issuance of certain classes of liquor licenses and establishes the number of licenses available in each class.

#### Staff Analysis

The Village is in receipt of an application for a Class “A” liquor license from Mr. Bob Karas for Triple K & B Inc DBA Rookies 3 “Rookies”. Mr. Karas anticipates opening in approximately 3 – 4 weeks. All documents required have been submitted with the exception of the State Liquor License. This is not uncommon to be waiting on the State’s approval while asking for approval from the local Liquor Commission. The Liquor Commission can approve the Class “A” liquor license with the condition of

approval being that Rookies must provide a certified copy (proof) that they obtained a State Liquor License before the Village's liquor license becomes effective.

#### Financial Impact

The yearly fee of \$950 has been received and deposited to 01-00-1-4120 / Liquor License revenue line item.

#### Legal Analysis

Section 110 of the Village Code of Ordinances regulates liquor sale in the Village. The application has been reviewed and is in compliance with Section 110: Alcoholic Beverages requirements.

Mayor Sass reported that Mr. Bob Karas from Rookies was in attendance to answer questions.

Mayor Sass asked if the Committee had any comments or questions.

Trustee Fender asked Mr. Karas when the restaurant was going to open. Mr. Karas reported that it is anticipated to be open in April.

There were no other comments or questions.

***It was the consensus of the Committee of the Whole to forward on to the Liquor Commission for approval an ordinance authorizing the issuance of a Class "A" Liquor License to Triple K & B Inc DBA Rookies 3; 12220 Princeton subject to the following conditions:***

- 1. Petitioner must show proof of the State of Illinois Liquor Licenses before the Village of Huntley Class "A" Liquor License becomes effective.***
- 2. Petitioner must obtain a certificate of occupancy from the Village of Huntley.***

- f) Discussion – Consideration of a Resolution Approving the Purchase of a 2013 Ford F250 Pickup Truck equipped with Snowplow and Lift Gate through State Bid in the amount of \$32,030.00

Senior Assistant to the Village Manager Lisa Armour reported that the FY2013 budget included the purchase of a new Ford F250 Pickup Truck equipped with snowplow and lift gate. This vehicle will be replacing vehicle 1909, 2003 Ford F250 with 85,000 miles. The amount budgeted is \$39,000.

#### Staff Analysis

Staff is seeking approval to go through the State Bid process to purchase the 2013 Ford F250 Pickup Truck from Bob Ridings, Inc., Taylorville, IL at a cost of \$32,030.00. The new truck will be utilized throughout the year for utility projects and plowing of cul-de-sacs.

#### Financial Impact

The cost to purchase the vehicle will come out of the Sewer Equipment Replacement Fund, 12-10-4-7730, budgeted amount of \$39,000.00. The difference between the budgeted amount and the purchase price of the new vehicle will be used to complete the set-up of the vehicle (2-way radio, lettering, floor mats, etc.)

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

***It was the consensus of the Committee of the Whole to forward on to the Village Board for approval a***  
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***resolution approving the purchase of a 2013 Ford F250 pickup truck through the State Bid in the amount of \$32,030.00.***

- g) Discussion – Consideration of a Resolution Approving the Purchase of a 2013 Ford F550 Cab and Chassis through the State Bid in the amount of \$39,985 and Waiving the Formal Bidding Process to Purchase Chassis Truck Package from Bonnell Industries, Inc. in the amount of \$54,934.00

Senior Assistant to the Village Manager Lisa Armour reported that the FY 2013 budget includes the purchase of a new 1-1/2 ton Dump Truck equipped with dump body, hydraulics, controls, plow, spreader, 2-way radio and lettering. This is a multi-purpose vehicle that will be used year round by Public Works for snowplowing, road repairs, and underground work. The amount budgeted for this purchase is \$99,000.00.

#### Staff Analysis

Staff is seeking approval to go through the State Bid process to purchase a 2013 Ford F550 Cab and Chassis from Bob Ridings Ford at a cost of \$39,985.00. Staff is recommending we continue purchasing Bonnell Industries, Inc. truck package equipment to outfit the chassis, which the Village has been doing for more than 20 years. Bonnell manufactures the dump body, plow frame, snowplow and salt spreader. Staff is also adding new electronics that will allow data to be collected on the vehicle such as miles driven, chemical and salt applied, and vehicle location. All Village snowplowing vehicles utilize Bonnell equipment, which makes maintenance and repair more efficient. Therefore, staff is requesting to waive the formal bidding process and purchase the chassis truck package from Bonnell Industries, Inc.

#### Financial Impact

The cost to purchase the truck chassis is \$39,985.00 (State Bid price), plus \$54,934.00 to purchase and install truck package, for a total cost \$94,919.00. Two-way radio and lettering will be done by staff after receipt of the vehicle (\$1,100). Funds for this purchase will come out of Equipment Replacement Fund 48-10-4-7760, which \$99,000.00 is budgeted.

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

***It was the consensus of the Committee of the Whole to forward on to the Village Board for approval a resolution approving the purchase of a new Ford F550 Cab and Chassis through the State Bid in the amount of \$39,985 and to waive the formal bidding process to purchase chassis truck package from Bonnell Industries, Inc. in the amount of \$54,934.00.***

- h) Discussion – Consideration of a Resolution to Approve Waiving the Formal Bidding Process and Purchasing Two (2) Kaeser 75hp Com Pak Blower Packages Equipped with STC Control Panels and Unloaded Start Valves from LAI, Ltd. in the amount of \$81,200.00

Senior Assistant to the Village Manager Lisa Armour reported that as part of the FY2013 budget, the Village Board approved funding for the replacement of blowers at the East Wastewater Treatment Plant. The blower replacement requires purchasing blowers, control panels, and upgrading wiring from control building to blowers.

#### Staff Analysis

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Staff recommended replacing the current four (4) lobe blowers (original to the 1988 plant expansion) with two (2) Kaeser 75hp Com Pak Blowers. The new blowers are energy efficient, can be controlled by oxygen probes inside the digester, and are extremely quiet.

#### Financial Impact

Staff is requesting to purchase blowers directly from the manufacturer representative (sole vendor) to avoid general contractor mark up on the purchase. Installation of blowers and electrical work will be bid separately from the blower purchase. Once blowers are ordered, delivery will take eight to twelve weeks. Funding for this project is coming out of Sewer Capital Fund, 30-90-4-6955. Total amount budgeted is \$200,000. The remaining funds will be used to complete the installation and electrical work.

Mayor Sass asked if the Committee had any comments or questions.

Trustee Fender asked if there was any value to scrap the old blowers; Ms. Armour reported that the plan is to sell them for scrap.

There were no other comments or questions.

***It was the consensus of the Committee of the Whole to forward on to the Village Board for approval a resolution waiving the formal bidding process and purchasing two (2) Kaeser 75hp Com Pak Blower Packages Equipped with STC Control Panels and Unloaded Start Valves from LAI, Ltd. in the amount of \$81,200.00.***

- i) Discussion – Approval of an Ordinance Authorizing an Intergovernmental Agreement to extend the Northern Illinois Governmental Electric Cooperative (NIGEC)

Village Manager David Johnson reported that in 2006, NIGEC was created and subsequently renewed in 2008 to assist its members with the purchase of lower cost electric power for their municipal facilities. The current agreement expired in early January 2013; however there are power purchase agreements in place through early 2015. The current members of NIGEC are: Village of Huntley, Village of Lake in the Hills, City of Genoa, City of McHenry, City of Woodstock, Woodstock Fire/Rescue District, Village of Richmond, Village of Hampshire, Village of Johnsburg and Village of Algonquin.

#### Staff Analysis

On Wednesday, January 9, 2013, members discussed approving a new and improved agreement in order to take advantage of new purchasing opportunities if they arise before the expiration of the existing electric contracts. In addition, the consortium would benefit from expanding bulk purchasing to other commodities and services such as fuel, water and wastewater treatment chemicals, crack sealing and tree trimming just to name a few. The benefits of this expanded scope could potentially provide for additional savings in the future.

#### Financial Impact

Participation in NIGEC has resulted in over \$1 million dollars in savings and reduced overall administrative costs for its members. Village Manager Johnson reported that it is estimated that the Village of Huntley had an estimated savings of over \$300,000. In addition, because NIGEC members have benefited from the reduced transactions costs and market-power benefits of bulk purchasing, the participating members have proposed expanding the purchasing power of NIGEC from electric power to include other goods and services when a majority of the members believe such bulk purchasing will be

financially beneficial.

Legal Analysis

NIGEC has an attorney to review all contracts prior to execution please refer to the attached letter. Legal fees are shared among the group members. In addition the agreement has been reviewed and approved by the Village Attorney.

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

***It was the consensus of the Committee of the Whole to forward on to the Village Board for approval an Ordinance Authorizing the Village to enter into an agreement with NIGEC for the purchase of electrical power and other goods and services.***

- j) Discussion – Consideration of a Resolution authorizing the approval of an Intergovernmental Agreement (IGA) between the Village of Huntley and the McHenry County Sheriff’s Office for the McHenry County Gang Task Force

In 2008, an Intergovernmental Agreement (IGA) was signed between the Village of Huntley and the McHenry County Sheriff’s Office for the McHenry County Gang Task Force. The IGA expired January 1, 2013. In addition, the IGA has been amended to add three additional villages in the county.

Staff Analysis

The McHenry County Gang Task Force combines the resources of the McHenry County Sheriff’s Office and numerous municipalities within McHenry County. The unit focuses on gangs and provides law enforcement service at events and provides resources for gang-related law enforcement operations. Municipal police officers appointed to the gang unit are deputized by the McHenry County Sheriff’s Office. This gives them police powers throughout the county.

Presently, two Huntley police officers are assigned to the McHenry County Gang Task Force. They are activated several times a year. Their involvement in the unit allows them to maintain current information of active gang members in the area. This intelligence is shared throughout the department.

The new IGA has a three year term and will be valid until January 1, 2016.

Financial Impact

This ordinance will not cause any additional financial burden for the Village.

Legal Analysis

The Village Attorney has reviewed the agreement and all is in order for Village Board consideration.

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

***It was the consensus of the Committee of the Whole to forward on to the Village Board for approval a resolution authorizing the approval of an Intergovernmental Agreement (IGA) between the Village of Huntley and the McHenry County Sheriff’s Office for the McHenry County Gang Task Force.***

**VILLAGE ATTORNEY’S REPORT:**      None

**VILLAGE MANAGER'S REPORT:** None

**VILLAGE PRESIDENT'S REPORT:**

Mayor Sass asked Trustee Hahn to give an update on the McCOG meeting. Trustee Hahn reported that there were several speakers: CMAP spoke about their new website; NWPA spoke about regional water conservation; McHenry County Health Department discussed the grant they received.

Mayor Sass reported that the Chamber Expo is this weekend and the Village and Police Department will have booths.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** None

**EXECUTIVE SESSION:** None

**ACTION ON CLOSED SESSION ITEM:** None

**ADJOURNMENT:**

**There being no further items to discuss, a MOTION was made to adjourn the meeting at 7:21 p.m.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Kanakaris**

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

Respectfully submitted,

Barbara Read  
Recording Secretary