

**VILLAGE OF HUNTLEY
COMMITTEE OF THE WHOLE MEETING
March 20, 2014
MINUTES**

CALL TO ORDER:

A meeting of the Committee of the Whole of the Village of Huntley was called to order on Thursday, March 20, 2014 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, Nick Hanson, Niko Kanakaris, Harry Leopold, John Piwko and JR Westberg.

ABSENT: None

IN ATTENDANCE: Village Manager David Johnson, Assistant Village Manager Lisa Armour, Management Assistant Barbara Read, Village Clerk Rita McMahon, Police Chief John Perkins, Director of Finance and Human Resources Jennifer Chernak and Village Attorney Mike Coppedge.

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

ADMINISTRATION OF OATH:

Mayor Sass acknowledged the two Police Commissioners in attendance, Don Arseneau and Jim Waters and thanked them for their hard work.

Chief John Perkins introduced the Village's newest Police Officer Jeff Fabis and welcomed him to the Department. Village Clerk Rita McMahon administered the Oath to Officer Jeffrey Fabis.

PUBLIC COMMENTS: None

ITEMS FOR DISCUSSION:

- a) Discussion – Approval of Meeting Minutes February 27, 2014 Village Board Meeting Minutes

Mayor Sass asked if the Committee had any comments or changes to the Minutes; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the February 27, 2014 Village Board Meeting Minutes.

- b) Discussion – Approval of the March 27, 2014 Bill List in the Amount of \$361,350.80

Mayor Sass reported that \$111,262.50 or (31%) of the total Bill List is attributed to payment of Impact Fees for the months of January and February 2014. 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 March 27, 2014 Bill List in the Amount of \$361,350.80.

- c) Discussion - Special Use Permit to allow limited retail sales in the “M” Manufacturing District at 11917 Smith Drive – Suite A

Village Manager David Johnson reported that Robert Peck, petitioner and owner of National Muscle Cars, LLC and Chicago Title Land Trust Company, owner of the subject property at 11917 Smith Drive – Suite A, has applied to the Village of Huntley for a Special Use Permit to allow limited retail sales within the “M” Manufacturing zoning district.

The automobile sales business dealing in classic and rare vehicles received a similar Special Use Permit for retail sales in the “M” Manufacturing District in 2006 to locate to 11538 Smith Drive. The petitioner intends to operate at both locations with the new location at 11917 Smith Drive – Unit A being the point of sale for all retail vehicle sales originating and/or generated from National Muscle Cars, LLC. Business is conducted via the internet and the site does not operate as a vehicle showroom.

The 1,950 square foot lease space is the southernmost unit within a four (4) unit building. The petitioner intends to utilize the 208 square foot office space adjacent to the front entrance of the unit and store vehicle inventory within the remaining 1,742 square foot space which is accessible via the overhead doors at the front of the unit or through the service door at the rear of the facility.

Staff Analysis

Limited retail sales in the “M” Manufacturing zoning district is allowed subject to several conditions, which are incorporated into the conditions of approval.

The subject site has sufficient parking for the existing uses as well as the proposed internet-based business with relatively little need for on-site parking.

Plan Commission Recommendation

The Plan Commission reviewed the petition at a public hearing on March 10, 2014. No one offered testimony in opposition to the request. The Plan Commission unanimously recommended approval by a vote of 5-0, subject to the following conditions:

1. No building unit construction permits, plans or Certificates of Occupancy are approved as part of this submittal.
2. Existing Inventory Only – No products shall be sold except such products as are manufactured, warehoused or distributed in the normal course of business of the principal use operated in the zoning industrial-condo tenant space in question.
3. No Outdoor Sales – Any area in which such use takes place, including the sale and display of products, shall be fully enclosed
4. Any proposed signage shall require a separate sign permit and is not approved as part of the submittal.
5. Sales shall be conducted in a manner so as not to interfere with traffic or create a nuisance.

6. Point of Sale (POS) shall be 11917 Smith Drive – Unit A for all retail vehicle sales originating and/or generated from National Muscle Cars, LLC.

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 for a Special Use Permit to allow limited retail sales within the “M” Manufacturing-zoned property at 11917 Smith Drive – Suite A.

- d) Discussion – Consideration of an Ordinance Approving a Final Plat Extension and Compliance Bond Modification for Centegra Hospital - Huntley

Village Manager David Johnson reported that the final plat for the resubdivision of the Centegra property requires the signature of McHenry County due to the requested new access point on Algonquin Road (a county road) and other associated improvements at the Algonquin/Haligus Road intersection. As plans are still being finalized with the County, Centegra is requesting a 3-month extension for recording the final plat from March, 2014 to June, 2014.

Centegra is also requesting to provide a letter of credit in lieu of a cash compliance bond as required by Village Code Section 150.41. The bond is to ensure compliance with Village codes. Assuming the project meets all the requirements of Village code and approved plans, the bond is returned to the applicant after completion of the project. The cash bond requirement is in addition to any other letters of credit or surety bond required by the Village. The required bond amount for the Centegra Hospital project is \$602,500. Centegra is requesting to submit a separate letter of credit in lieu of cash to meet the compliance bond requirement.

The annexation agreement requires Centegra to pay a fee for sewer capacity at the East Wastewater Treatment Facility. The fee is \$320,000, and is due with recording of the final plat of resubdivision. Centegra is to make the payment no later than December 31, 2014.

Staff Analysis

The requested modifications require Village Board approval.

Financial Impact

The requested time extension and compliance bond modification have no financial impact on the Village. The sewer capacity fee revenue is budgeted for in the FY14 Sewer Capital Fund.

Legal Analysis

The requested modifications have been reviewed with the Village Attorney and he is in agreement that Village Board approval is required.

Village Manager Johnson reported that Mr. Aaron Shepley was in attendance to answer questions.

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

Trustee Piwko asked what was the delay at the County; Village Manager Johnson reported that the petitioner and McHenry County are still working on the road improvements at Algonquin Road and Haligus Road.

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 an Ordinance Approving a Final Plat Extension and Compliance Bond Modification for Centegra Hospital – Huntley.

- e) Discussion – Policy Direction – Rutland / Hampshire Townships Senior Transportation Voucher Program

(Trustee Nick Hanson left the room)

Village Clerk Rita McMahon reported that in November 2013 the Village entered into an arrangement with Route 47 Taxi Transportation to provide services to residents in Rutland and Hampshire Townships. These services began December 1, 2013 and will continue until the \$6,000 allocated for the program is spent. Letters were distributed to the 150 Rutland and Hampshire Township residents that had previously utilized the Grafton Senior Bus. There are currently 175 residents on the roster list which includes 92 (80 Rutland / 12 Hampshire) registered residents with 32 (28 Rutland / 4 Hampshire) active riders.

Staff Analysis

Staff is projecting the \$6,000 will run out in mid-April 2014. Staff has spoken with Route 47 Taxi to determine if they would be interested in continuing the Voucher Program with the Village. They stated the program is running well and they would be interested in entering into an agreement with the Village to continue to provide their services. Staff has also continued to research alternative transportation options. Below is a brief synopsis of the findings:

- Hampshire Township Senior Citizens Services / Dial-a-Bus
Service is provided for Hampshire Township residents 60 years of age and over and also handicap residents. Service is available for a 25 mile radius from Township borders for medical and dental appointments. Hours are Monday – Friday, 8am – 4pm. There is no fee for this service; however, donations are welcome.
- Senior Care Volunteer Office (Formerly Faith in Action)
Service is provided to McHenry County and Sun City residents residing in Kane County 60 years and older at no cost. Their vehicles are not handicap accessible. Residents can utilize the service for doctor visits, shopping, etc. within McHenry County.
- Angels in the Neighborhood
This service provides assistance to Sun City residents at no cost. There are approximately 8 volunteers who help residents with transportation. There is no charge for their services. Their transportation service is for local trips primarily, but also has contact with someone that provides rides to outside of the Huntley area. They do not have a handicap accessible vehicle.
- Centegra Patient Express
This service is intended for Centegra patients only. There is no charge. Service may be used for procedures only and cannot be used for doctor visits.

- MCRide – McHenry County Department of Transportation
Dial-A-Ride service is provided in and between Crystal Lake, McHenry, and Woodstock and to some other areas in McHenry County. Service hours are Monday-Friday 6:00 a.m. - 7:00 p.m. and Saturday 9:00 a.m. - 5:00 p.m., with wheelchair accessible vehicles providing curb to curb service. The program is funded by participating governmental units and grant funds. If the Village became a participant in the program, pick-up would be available anywhere within the Village and drop-off would be available within the broader service area. There are no age restrictions for riders.

Financial Impact

No funds for this program are currently included in the FY14 Budget; however funding could be provided through the General Fund Contingency line item.

Mayor Sass asked the Committee to state their preference for the program.

Trustee Piwko stated that the Village should continue the program through the end of 2014 at which time the Village should look into alternatives.

Trustee Leopold reported that the destinations that the participants use are appropriate and suggested an additional \$5,000 be added to continue the program; he would like the Village to evaluate the program during the summer months.

Trustee Goldman suggested funding the program until the end of the year and suggested \$8,000 so it would not have to come back before the Board for additional funding.

Trustee Westberg stated that he supports continuing the program at \$5,000 and suggested maybe setting limitations to the number of rides per month.

Trustee Kanakaris suggested setting \$10,000 aside as it was the amount given to Grafton Township each year for the Senior Transportation Program.

Mayor Sass agreed with Trustee Kanakaris to put \$10,000 into the current program so this does not need to get revisited in a few months.

Trustee Goldman also noted that she spoke with the representative of Route 47 Taxi at the Chamber Mixer and was told that four to six individuals are in wheelchairs which they are unable to assist but that Route 47 Taxi is working on purchasing a handicap accessible van. Mr. Curtis Muldrew representing Route 47 Taxi stated that the owner is looking for an accessible vehicle.

It was the consensus of the Committee of the Whole to enter into a new agreement with Route 47 Taxi to continue the Voucher Program and designate \$10,000 to continue running the program for 2014.

(Trustee Nick Hanson returned to the dais)

- f) Discussion – Consideration of an Ordinance Approving the 2014 Village of Huntley Zoning Map Update

Mayor Sass reported that annually, in accordance with Illinois State Statute, the Village is required to
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formally adopt an updated zoning map. The required notice, informing the public of the revised map, will appear in the Northwest Herald during the week of March 24, 2014.

Staff Analysis

The following zoning reclassifications and updates are reflected on the proposed map:

- (1) *Alden of Huntley* – The map has been updated to reflect the rezoning from “C-2-PDD” Regional Retail – Planned Development District to “BP-PDD” Business Park – Planned Development District per Ordinance 2013-06.39.
- (2) *Huntley Towers* – The map has been updated to reflect the rezoning from “R-2” Single Family Residence District to “B-2” Highway Service District per Ordinance 2013-09.52.
- (3) *Talamore – Pod 2* – The map has been updated to reflect the streets in this portion of the Talamore residential development.
- (4) *Talamore – Pod 8A – Phase 2* and *Talamore – Pod 8A- Phase 3* – The map has been updated to include these portions of the Talamore residential development approved per Ordinances 2013-08.47 and 2013-09.50, respectively.
- (5) *Talamore – Pod 1* –The map has been updated to reflect this portion of the Talamore residential development approved per Ordinance 2013-09.51.

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 adopting the 2014 Village of Huntley Zoning Map Update.

VILLAGE ATTORNEY’S REPORT: None

VILLAGE MANAGER’S REPORT: None

VILLAGE PRESIDENT’S REPORT:

Mayor Sass asked Trustee Piwko to report on the McCOG meeting. Trustee Piwko reported that there was a presentation by the McHenry County Convention and Visitor’s Bureau and the plans to make McHenry County a destination.

UNFINISHED BUSINESS:

Trustee Kanakaris asked for an update on the 50/50 Parkway Tree Replacement Program. Management Assistant Barbara Read reported that bids were opened earlier in the day with some favorable pricing for parkway trees. Ms. Read reported that the acceptance of the bid will be on the next Committee of the Whole agenda and letters will go out soon thereafter to residents who have had their trees removed.

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 Public Officers
- g) Appointment of a Public Officer
- h) Review of Closed Session Minutes
- i) Other

A MOTION was made at 7:25 p.m. to enter into Executive Session for c) Property Acquisition, Purchase, Sale or Lease of Real Estate and e) Collective Bargaining

MOTION: Trustee Leopold

SECOND: Trustee Kanakaris

A MOTION was made at 8:11 p.m. to exit Executive Session.

MOTION: Trustee Leopold

SECOND: Trustee Kanakaris

ACTION ON CLOSED SESSION ITEMS: None

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 8:12 p.m.

MOTION: Trustee Hanson

SECOND: Trustee Westberg

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary