

**VILLAGE OF HUNTLEY  
COMMITTEE OF THE WHOLE MEETING  
April 19, 2012  
MINUTES**

**CALL TO ORDER:**

A meeting of the Committee of the Whole of the Village of Huntley was called to order on Thursday, April 19, 2012 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.

**MOMENT OF SILENCE:** Mayor Sass requested a Moment of silence for Huntley Firefighter Captain John Winkelman.

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

**SPECIAL PRESENTATION:**

- a) Proclamation Recognizing the 20<sup>th</sup> Anniversary of Director of Public Works Jim Schwartz

Mayor Sass congratulated and thanked Director of Public Works Schwartz for his service and read the following proclamation into the record:

**PROCLAMATION RECOGNIZING  
DIRECTOR OF PUBLIC WORKS JIM SCHWARTZ  
FOR 20 YEARS OF DEDICATED SERVICE**

WHEREAS, Jim Schwartz began his career with the Village of Huntley on April 20, 1992 as the Director of Public Works; and

WHEREAS, Jim received his Environmental Protection Agency Certificate of Competency as a Class I Wastewater Treatment Works Operator in July 1996 and his Environmental Protection Agency Certificate of Competency as a Class B Public Water Supply Operator in March 1998; and

WHEREAS, throughout his 20 years Jim has been instrumental in overseeing the improvement in the infrastructure of the water and sewer system throughout the Village with the expansion of the East Wastewater Treatment Plant; the construction of the West Wastewater Treatment Plant; as well as the construction of four new water towers; and

WHEREAS, when Jim started in 1992, the population was 2,453 and today it is 24,291; the Village maintained 22 miles of roads and today maintains 125 miles; one water tower held 300,000 gallons and today five water towers hold 3.2 million gallons; the Village treated 1.2 million gallons of drinking water and today the Village has the capacity to treat 6.4 million gallons per day from five deep

wells; the Village treated 610,000 gallons of wastewater per day and today the Village has the capacity to treat 4.4 million gallons of wastewater per day;

WHEREAS, during Jim's 20 years of service he continues his willingness and commitment to assist residents at all times; and

NOW THEREFORE BE IT PROCLAIMED that the Village of Huntley Board of Trustees recognizes Director of Public Works Jim Schwartz's achievement of 20 years of public service and congratulates him on a job well done.

Thank you Jim for your time, service and dedication to the residents of the Village of Huntley.

Passed and approved this 19<sup>th</sup> day of April 2012.

Mr. Schwartz thanked the Village Board, staff and residents for their support.

**PUBLIC COMMENTS:** None

**ITEMS FOR DISCUSSION:**

- a) Discussion – April 5, 2012 Committee of the Whole Meeting Minutes

Mayor Sass asked if the Committee had any comments or changes of 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 April 5, 2012 Committee of the Whole Meeting Minutes.*

- b) Discussion – April 26, 2012 Bill List in the amount of \$221,389.51

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

*It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the April 26, 2012 Bill List in the amount of \$221,389.51.*

- c) Discussion – Ordinance (O) 2012-04.18 - An Ordinance Approving Relief for New Wall Signage for Sammy's Restaurant, 11012 Route 47

Village Manager David Johnson reported that in 2008, per Ordinance (O)2008-01.03, the petitioner received approval to install two (2) wall signs on the non-street frontage sides of the restaurant. The two (2) signs previously approved were sixteen (16) square feet each. The petitioner is now requesting approval to replace the existing wall signage with three (3) internally-illuminated signs totaling 144.5 square feet in area. The signs will be located on the north, south, and west elevations of the restaurant. The signs on the north and south elevations will each measure 56.25 square feet in area and will include two lines of changeable copy. The sign to be located on the west elevation will measure 32 square feet in area.

Staff Analysis

The Village's Sign Code permits the installation of one wall sign per tenant on the street frontage elevation of the building. Furthermore, the total surface area of all wall signs on any building shall not

exceed one square foot for each lineal foot of frontage of tenant space. Sammy's Restaurant has street frontage on Route 47 only, therefore, allowing one wall sign to be located on the west building façade. The frontage of the building measures 49.98 feet, which allows the total surface area of wall signage to not exceed 49.98 square feet. Furthermore, the Sign Code allows for changeable copy on a sign provided the area is less than 50% of the total sign square footage and has a secure permanent lockable shield over the text area to prevent unauthorized alteration of the text. However, the changeable copy signs do not include the required shielding.

The existing awning sign located on the front of the restaurant will remain and conforms to Sign Code requirements for awning signage.

As proposed, the new wall signage will require the following relief:

1. Relief is required to allow a total of three (3) wall signs. The Sign Code allows only one (1) sign.
2. Relief is required to allow the total area of wall signage to exceed 49.98 square feet. The total area of proposed wall signage is 144.5 square feet.
3. Relief is required to not provide a secure permanent lockable shield over the changeable copy.

Staff recommends the following condition be added should the Village Board the requested relief:

1. The applicant shall obtain a Sign Permit for all site signage from the Development Services Department prior to its installation.

#### Financial Impact

The installation of the proposed signage shall require a sign and electrical permit from the Development Services Department. The petitioner will be required to pay applicable permit fees.

Village Manager Johnson reported that the petitioner, Mr. Samir Abdullai, was in attendance to answer questions.

Mayor Sass stated that he did not have any issues with two of the signs but thinks that a shield cover should be required on the changeable copy sign.

Mayor Sass asked if the Committee had comments or questions.

Trustee Leopold asked how far above the ground the changeable copy sign was and stated that he thought it was high enough so that it would be too high for an unauthorized individual to reach it or have the wind blow the letters off. Penny Hughes, owner of Hughes Signs, addressed the Committee and stated that the letters are rigid and wind should not be an issue. Ms. Hughes stated that a wind shield could be added at a later time should there be an issue. Ms. Hughes stated that the shield cover costs range from \$400-\$500 per sign. Trustee Leopold asked if the petitioner would agree to add a shield cover at a later time should there be a problem. Mr. Abdullai stated that he would agree to add a shield cover at a later time, if necessary.

Trustee Kanakarlis stated that he would approve this petition without the addition of a shield cover.

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 Ordinance (O) 2012-04.18 – An Ordinance Approving Relief for New Wall Signage for Sammy's Restaurant, 11012 Route 47.***

d) Discussion – Ordinance (O)2012-04.19 - An Ordinance Approving a Special Use Permit Extension for Bravo Properties

Village Manager David Johnson reported that on February 10, 2011, the Village Board adopted Ordinance (O)2011-02.06 which approved a special use permit for Congregate Care for Bravo Properties to construct and operate the Deer Path Supportive Living Facility in Regency Square. Subsequently, Bravo submitted a building permit application and architectural plans to the Development Services Department in May 2011. The Development Services Department completed a plan review and provided Bravo a review letter which required their response and resubmittal of plans; however, the process of obtaining financing took much longer than anticipated and Bravo did not proceed further with the permit review process but continued to work through financing issues.

The Village was recently notified by the Upper Illinois River Valley Development Authority that they intend to approve an application to issue revenue bonds on behalf of Deer Path LLC (a copy of the Upper Illinois River Valley Development Authority letter is provided as an attachment to this report). The issuance of bonds provides Bravo the financing to proceed with the project. As a result, Bravo Properties is requesting the Village Board to extend the Special Use Permit for the Deer Path Supportive Living Facility.

Staff Analysis

Subject to an extension of time, no special use permit shall be valid for a period longer than one year unless a building permit is issued and construction is actually begun within that period and diligently pursued to completion. Pursuant to Zoning Ordinance Section 156.200(K)(1), the Village Manager has granted a 90-day extension of time for the permit, extending the timeframe to May 10, 2012. The petitioner expects to begin construction in June, 2012. As a result, the petitioner is requesting an extension of the special use permit through August 31, 2013.

In accordance with Section 156.200(K)(2), the Village Board may, upon written request, for good cause shown, and without any notice or hearing, grant extensions of any time limit imposed on an applicant by the Zoning Ordinance provided an ordinance is duly adopted by a two-thirds vote of the Board of Trustees. The total period of time granted by such extension or extensions shall be specifically stated in the ordinance.

Financial Impact

Not Applicable.

Legal Analysis

In accordance with Section 156.200(K)(2) of the Zoning Ordinance, a two-thirds vote is required to approve the requested extension.

Village Manager Johnson reported that Mr. Lou Leonard representing Bravo Properties was in attendance to answer questions.

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

Trustee Leopold asked if there have been any changes to the plan; Village Manager Johnson stated no.

Trustee Fender asked if the financing had anything to do with the residents receiving state or federal assistance; Mr. Leonard stated that the construction financing were tax exempt bonds and not having to do with the residents.

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 Ordinance (O)2012-04.19 – Approving a Special Use Permit Extension until August 31, 2013 for Bravo Properties, LLC. Due to the nature of the request, this agenda item requires a two-thirds vote and will not be included on the Consent Agenda.***

- e) Discussion – Approval of the Village of Huntley 2012 Street Improvement Program:
  - i. Approval of Resolution (R)2012-04.15 – To appropriate \$650,930 in Motor Fuel Tax Funds for Contract Construction for the 2012 Street Improvement Program
  - ii. Approval of Resolution (R)2012-04.16 – Execution of the Construction Contract to the lowest responsible bidder, Plote Construction, Inc., in the amount of \$695,930.00 for Option #1, 2012 Street Program

Mayor Sass reported that the Village received more MFT funds than were budgeted and due to the favorable pricing he asked Staff to look into adding additional streets. Ms. Armour reported that in the Board’s April 26<sup>th</sup> packet they will receive an updated summary that will include the additional streets.

Ms. Armour reported that on April 5, 2012 the Village received bids from seven (7) contractors. The results are summarized in the bid tabulation summary table below. Plote Construction Inc. was the lowest responsible bidder for the base bid (\$459,930.00) and with Option No. 1 (\$695,930.00). The base bid includes final surface course on Kiley Drive (the base was replaced with the 2011 Program), partial reconstruction of Cindy Jo Avenue, Bernice Avenue, Edward Avenue, full depth grind and overlay of Joan Avenue, and a grind and overlay of the streets within the Huntley Cemetery. The public streets consist of 4,688 linear feet (0.89 miles), with an additional 2,517 linear feet within the cemetery. Option #1 adds a full depth grind and overlay to Kenneth Avenue, Church Street from Algonquin north to Joan Avenue, and Bakley Street. The work will include grinding of hot-mix asphalt pavement, preparation of binder or base course, spot repair to curb, sidewalk, and driveways, and the installation of binder and surface courses. Work is to begin in mid-June, with completion by mid-August.

**Bid Tabulation Summary:**

COMPANY	BASE BID	OPTION #1 BID
<i>Engineer’s Estimate</i>	\$565,986.50	\$842,826.00
PLOTE CONSTRUCTION INC.	\$459,930.00	\$695,930.00
ARROW ROAD CONSTRUCTION CO.	\$471,939.71	\$727,746.97
SCHROEDER ASPHALT SERVICES, INC.	\$503,004.96**	\$766,702.17
GESKE & SONS, INC.	\$511,445.61	\$755,995.96**
JOHNSON PAVING CO.	\$529,710.21	\$809,702.52
CURRAN CONTRACTING CO.	\$536,688.45	\$803,370.55
CHICAGOLAND PAVING CONTRACTORS INC.	\$579,900.00	\$884,900.00

\*\*Corrected from original read amount at bid opening

Staff Analysis

It is recommended that the Plote Construction Inc. Option No. 1 bid in the amount of \$695,930.00 be approved by the Village Board contingent upon IDOT approval of the Motor Fuel Tax (MFT) resolution for the appropriation of funds. The IDOT MFT appropriation is a procedural requirement for the use of MFT funds.

#### Financial Impact

The Option No. 1 bid amount exceeds the budgeted amount of \$645,000 for the 2012 Street Improvement Program (\$600,000 in MFT funds, \$45,000 from the Cemetery Fund). The total cost is \$789,330 (including engineering of \$93,400.00). However, staff recommends moving forward with Option No. 1 as this would complete street improvements in the area north of Algonquin Road and east of Route 47. Due to the uncertainty of receiving additional MFT funds from the State's High Growth Allotment program and the Illinois Jobs Now program, the MFT fund was budgeted very conservatively for FY2012. However, \$176,800 was received in 2011 through these programs, and as a result, the current estimated FY2011 fund balance within the MFT fund is \$500,000. Staff recommends funding the additional cost of \$144,330 from the current MFT fund balance.

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

Trustee Leopold noted the Bid Tabulation Summary and asked what the corrections were from the original read amount at the bid opening referred. Ms. Armour reported that those were not the numbers read at the bid opening.

***It was the consensus of the Committee of the Whole to forward on to the Village Board for approval:***

- i. Approval of Resolution (R)2012-04.15 - To appropriate \$650,930.00 in Motor Fuel Tax Funds for Contract Construction for the 2012 Street Improvement Program***
- ii. Approval of Resolution (R)2012-04.16 - Execution of the Construction Contract to the lowest responsible bidder, Plote Construction, Inc., in the amount of \$695,930.00 for Option #1, 2012 Street Program***

***It was also noted that this item would not be included on the Consent Agenda as new information will be provided in the Village Board packet.***

- f) Discussion – Policy Direction – Illinois Urban Forest Restoration Grant for Ash Tree Replacement

Management Assistant Barbara Read reported that in February 2012, the Village of Huntley received an EAB Grant for urban reforestation in the amount of \$10,000. These funds are to be used by the end of 2012.

#### Staff Analysis

Due to the enormous loss of Ash trees throughout the State of Illinois, the Illinois Urban Forest Restoration Grant for the Emerald Ash Borer is typically awarded to a community only once. Staff reviewed possible scenarios for the best use of grant funds and recommends the following:

At an estimated use of \$6,425 of the grant funds, 25 Ash trees that were removed from the parkways in the Huntley Cove Subdivision in 2010 could be replaced. This small subdivision not only had most of its parkway trees removed due to the infestation of the EAB but the residents will, in the next several years, experience a devastating loss of the many Ash trees currently on their private property. A variety of trees will be planted in this subdivision (no more than 25% of the same species) to minimize any future infestation that would again call for the removal of all of the same species.

If the Village Board concurs with the recommendation to utilize grant funds for the Cove, the approximately \$2,600 of the remaining funds will be used to offset the Village's portion of the replacement of EAB infested trees through the 50/50 Residential Parkway Tree Program. The areas listed on the chart below are those orders received for trees to be planted in May 2012.

Subdivision	Number of Trees Replaced	Total Cost	Grant Amount Used
<i>Grant funds used for reforestation in the following subdivisions will offset the Village's portion of the 50/50 Program</i>			
Cider Grove	1	\$297	\$112
Huntley Meadows	2	\$524	\$174
Southwind	1	\$297	\$112
Sun City	21	\$5,737	\$2,022
Woodcreek	9	\$2,673	\$1,008
Wing Pointe	1	\$297	\$112
		\$9,825	\$2,640
<i>Reforestation in the following subdivision will be funded totally by the Grant</i>			
Huntley Cove	25	\$6,425	\$6,425
TOTAL	60	\$16,250	\$9,065*

\* The approximate grant balance of \$935 will be used to offset the Village's portion of the fall 50/50 Parkway Tree Replacement Program.

#### Financial Impact

The FY12 Annual Budget includes \$20,000 in the Street Improvement Fund: 04-10-4-7500 for the 50/50 Residential Parkway Tree Replacement Program.

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

Trustee Leopold asked if the number of replaced trees on the chart were trees that would be replaced by grant funds or 50/50 Tree Replacement Funds; Management Assistant Read stated that the chart reflects the orders received for the 50/50 Tree Program of trees lost to the infestation of the EAB.

Trustee Fender asked for clarification of the location of trees being replaced in the Huntley Cove Subdivision; Management Assistant Read confirmed that the trees to be replaced as part of the grant will be on the Village parkways only.

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 of the Distribution of Funds from the Illinois Urban Forest Restoration Grant for Ash Tree Replacement.***

**VILLAGE ATTORNEY'S REPORT:** None

**VILLAGE MANAGER'S REPORT:** None

**VILLAGE PRESIDENT'S REPORT:**

Mayor Sass asked Trustee Piwko for a report from McCOG meeting. Trustee Piwko reported that it was a social event.

Mayor Sass reported that the decorative banners will be going up this weekend along Route 47.

**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 7:28 p.m.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Kanakaris**

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

Respectfully submitted,

Barbara Read  
Recording Secretary