

**VILLAGE OF HUNTLEY
COMMITTEE OF THE WHOLE MEETING
June 6, 2013
MINUTES**

CALL TO ORDER:

A meeting of the Committee of the Whole of the Village of Huntley was called to order on Thursday, June 6, 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 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, Director of Development Services Charles Nordman and Village Attorney Mike Coppedge.

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

SPECIAL PRESENTATION: None

PUBLIC COMMENTS: None

ITEMS FOR DISCUSSION:

- a) Discussion – Consideration of the May 9, 2013 Village Board, May 16, 2013 Committee of the Whole, May 23, 2013 Liquor Commission and May 23, 2013 Village Board Meeting Minutes

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

It was the consensus of the Committee of the Whole for forward on to the Village Board for approval the May 9, 2013 Village Board, May 16, 2013 Committee of the Whole, May 23, 2013 Liquor Commission and May 23, 2013 Village Board Meeting Minutes

- b) Discussion – Consideration of the June 13, 2013 Bill List in the amount of \$488,911.17

Mayor Sass reported that \$229,361.31 (or 46.9%) of the total bill list is attributable to payment of SSA Property Taxes and the purchase of three new Police Vehicles. 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 June 13, 2013 Bill List in the amount of \$488,911.17.

- c) Discussion – Consideration of an Ordinance Approving a Second Amendment to the
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Fryer Company Annexation Agreement (Huntley Tech Center), Ordinance No.
97-02-27-03

Village Manager David Johnson reported that the Huntley Tech Center, a multi-tenant building located at 11189 Dundee Road, was annexed to the Village in 1997 and re-zoned to the "M" Manufacturing District with specific uses set forth in the annexation agreement. The first amendment to the annexation agreement was approved in April, 2006, and further clarified the various uses allowed. Tee 2 Green Indoor Golf received approval of a special use permit in 2011 and was issued a Class A liquor license in late 2012. Tee 2 Green is now requesting to add an outdoor seating area (deck) of approximately 1,200 square feet adjacent to the entrance to their unit on the east side of the building.

Staff Analysis

The "M" Manufacturing District does not accommodate the outside seating area (deck). Re-zoning of the entire property is not a feasible alternative. However, because the annexation agreement has not yet expired, the opportunity exists to specifically address the Tee 2 Green request by amending the agreement as follows:

"The Village shall cause to be issued a Class A liquor license solely for the benefit of Tee 2 Green Indoor Golf, LLC ("Tee 2 Green"), located at 11173 Dundee Road, located within the Huntley Tech Center. Tee 2 Green shall be allowed an outdoor seating area adjacent to the unit to allow for the consumption of food and alcohol purchased from Tee 2 Green during established hours of operation for Tee 2 Green. Said outdoor seating area shall be constructed in accordance with all prevailing building code provisions of the Village and shall thereafter be operated in accordance with all prevailing codes and ordinances of the Village including, but not limited to, those that pertain to noise. At such time as Tee 2 Green ceases operation, the liquor license shall be surrendered to the Village. The owner of the property shall remove the outdoor seating permitted hereunder within thirty days of the expiration of the liquor license or within thirty day of termination of the Tee 2 Green operation, whichever is the first to occur. The maximum number of liquor licenses available to the Huntley Tech Center shall be one and shall not be transferrable from Tee 2 Green to any successor or assign or to any other unit."

Legal Analysis

A two-thirds vote of the Village Board is required for approval (5 affirmative votes out of 7).

Village Board Comments, Committee of the Whole Meeting and Village Board Meeting

The owner of Tee 2 Green, Marc Tintner, appeared before the Village Board at the May 16th Committee of the Whole meeting. Mr. Tintner was asked to provide additional information regarding the appearance of the deck, materials to be used, and adjacent landscaping to improve the appearance of the property and to provide screening. The Village Board conducted the required public hearing on May 23, 2013, at which time there were no comments from the public. Action on the ordinance was tabled, as members of the Board did not think that sufficient information had been provided by Mr. Tintner in response to their request at the Committee of the Whole meeting.

Village Manager Johnson reported that Mr. Marc Tintner was in the audience.

Mr. Tintner distributed new concept plans for the proposed deck which included fencing, decking, landscaping. Mr. Tintner stated that he put a lot of effort into the interior of the facility and will do the same with the deck, if approved.

Trustee Hanson stated that he approved of the improvements.

Trustee Kanakaris stated that the plans needed more landscaping as there were only one to two feet of landscaping in each section; Trustee Kanakaris reported that two (2) feet was not a lot of room for landscaping. Mr. Tintner stated that he would be open to adding more landscaping.

Trustee Leopold stated that he was concerned with the ramp in front of the door and suggested that the ramp be shifted within the perimeter of the deck. Mr. Tintner reported that there was about 16 feet to the ramp and with the pitch and rise he did not believe there was enough room.

Trustee Westberg stated that he visited the site and questioned the requirement for a step at the door. Mr. Tintner stated that at least one step will be needed. Trustee Westberg asked if railings would also be added. Village Manager Johnson reported that plans will be reviewed by a building official during the permitting process and those details will be addressed.

Trustee Goldman stated that the plans were greatly improved.

Mayor Sass stated that during the original approval process Mr. Tintner promised that this golf facility would not turn into a bar and stated that he believed that this is where Mr. Tintner was headed.

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

In summary, the Committee requested the following changes to the plan:

1. The ramp is to be shifted south into the perimeter of the deck.
2. A rail/fence is to be added to the south (back) side of the deck.
3. The step up to the deck near the main entrance of the facility is to be constructed into the deck.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval an Ordinance Approving a Second Amendment to the Fryer Company Annexation Agreement (Huntley Tech Center), Ordinance No. 97-02-27-03.

Mayor Sass reported that a separate Roll Call vote would be needed for this agenda item.

d) Discussion – Introduction to the Downtown Streetscape Planning Process

Director of Development Services Charles Nordman reported that as reviewed with the Village Board on March 21, 2013, the Village has entered into a Professional Services Agreement with Houseal Lavigne Associates for the preparation of a master streetscape plan for the Downtown. Houseal Lavigne is the planning firm that prepared the Downtown Revitalization Plan which was adopted by the Village Board in September 2010.

A priority of the Downtown Revitalization Plan is to implement a comprehensive and consistent streetscape improvement system within the Downtown that will achieve the following:

1. Develop clear consensus on an overall design.
2. Obtain consensus for specific design elements including, but not limited to, streets, sidewalks, utilities, site amenities, and wayfinding signage.
3. Prepare engineering plans to construct improvements in manageable pieces.

The streetscape planning process will result in a streetscape plan that will be the basis for preparing engineering plans. Houseal Lavigne will work closely with the Village's engineering consultant, Christopher B. Burke Engineering Ltd., to ensure proposed designs can be properly engineered and

constructed in manageable phases. The ultimate goal is to have engineering plans prepared and ready for construction when funding first becomes available from either the new Downtown/Route 47 Corridor TIF or grant opportunities. Engineering plans are separate and are not a part of the proposed PSA with Houseal Lavigne Associates.

Mr. Nordman reported that Mr. Devin Lavigne, Principal of Houseal Lavigne, and Mr. Nikolas Davis, Senior Associate, were in attendance to provide an introduction to the streetscape planning process, which will include a visual preference survey.

Mr. Lavigne and Mr. Davis reviewed a Power Point Presentation which covered: Downtown Streetscape Plan Overview, Objectives Identified in the Plan, Action Agenda, Downtown Streetscape Planning Boundary, Project Schedule, and Visual Preference Survey.

Mr. Lavigne explained that this portion of the project will review the larger items in the plan such as: how the northwest corner of Route 47 at Main Street will look; a clock in the James Dhamer Town Square; the alley behind Strodes Furniture Store; working with the businesses to upgrade the rear façades with paint to improve the appearances; screening the Deans trucks at the end of Woodstock Street so that all angles look good from the area; identifying all improvements.

Mr. Davis reported that the survey will be available on-line for Board members to complete and when taking the survey the Trustees should simply react to the pictures and give their gut reaction.

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

Trustee Goldman asked if the survey was only for Trustees; Mr. Davis reported that it was only for Trustees as workshops were previously held for the public and once report is completed it will be available for the public as well.

There were no other comments or questions.

This item is presented for discussion purposes only; therefore, no action is required of the Village Board at this time.

- e) Discussion – Consideration of an Ordinance Granting Approval of a Temporary Use for Contractor’s Office/Equipment for Plote Construction, Inc.

Village Manager David Johnson reported that Plote Construction, Inc. is seeking approval of a temporary use for placement of concrete plant equipment on a parcel of property owned by the Village on the southeast corner of the I-90/Rt. 47 interchange. The site was obtained by the Village for a lift station to service future development in the area south of the interchange. In exchange for the use of the Village’s property, Plote has agreed to make repairs to Kreutzer Road, including patching where necessary and 1.5” of new pavement from Smith Drive West to Haligus Road (a distance of approximately ¾ mile).

Staff Analysis

The site is zoned B-3, which allows for Contractor’s Office/Equipment as a temporary use. Plote is in need of a site to place the concrete plant equipment near the Tollway to accommodate work taking place on improvements to the Tollway mainline. The equipment would produce “green concrete”, which

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cannot be produced at the existing batch plant on Kreutzer Road. Plote has determined that the equipment would need to be on-site through December 31, 2014.

Staff recommends the following conditions be added should the Village Board approve the Temporary Use:

1. The temporary use is approved through December 31, 2014. If the equipment is not removed by the agreed upon date, the Village reserves the right to remove the equipment and restore the site as necessary at Plote's expense.
2. Kreutzer Road repairs shall be completed by August 31, 2013.
3. Plote Construction, Inc. shall follow all applicable environmental regulations and shall provide a sediment and erosion control plan to the Village for review and approval prior to beginning activity.
4. Plote Construction, Inc. shall restore the site as necessary after removal of the equipment.
5. Plote shall provide a Certificate of Insurance naming the Village as an additional insured.
6. Plote shall execute a written agreement with the Village incorporating the conditions of approval.

Financial Impact None.

Legal Analysis Not required.

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

Trustee Leopold complimented Staff for negotiating the temporary use.

Trustee Hanson asked if the repairs to Kreutzer Road would include grinding or just the overlay. Village Manager Johnson reported that Plote will be repairing the road with 1 ½ inch overlay and no grinding. Trustee Hanson asked that after Plote restores the site if they would be adding additional landscaping; Village Manager Johnson reported that Staff will discuss this with Plote.

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 Granting Approval of a Temporary Use for Contractor's Office/Equipment for Plote Construction, Inc.

- f) Discussion – Consideration of a Resolution Approving a Budget Amendment to the Water Equipment Replacement Fund for the Repainting of Water Tower No. 5 (Wing Pointe Subdivision) and Authorizing Solicitation of Bids

Assistant Village Manager Lisa Armour reported that the FY2013 Budget included funding for repainting Tower No. 3 in the Southwind Subdivision. Tower No. 5 in Wing Pointe was scheduled to be repainted in 2014 as part of our Capital Improvement Program. Due to competitive pricing, staff believes it would be in the best interest of the Village to solicit bids this fiscal year to repaint Water Tower No. 5. This would complete the water tower repainting program in five years and would result in all towers having the same design. The Village would be under no obligation to accept a proposal if the bids are not favorable.

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Staff consulted with the paint supplier, Tnemec Paint, to inspect and prepare a cost estimate for painting Tower No. 5. Tnemec estimates the cost at \$315,000.00. Tnemec had estimated painting Tower No. 3 at \$360,000.00 and Era Valdivia's price came in at \$288,000.00. Tower No. 5 is 100,000 gallons smaller than Tower No. 3 and staff is anticipating bids will be below the estimated cost. This will be a full tower repaint, meaning all exterior, interior (dry) and interior (wet) surfaces will be blasted to bare surface and repainted. Estimated life expectancy of new paint is 25+ years.

Financial Impact

The FY2013 Water Equipment Replacement Fund shows a beginning fund balance of \$620,028.00 with projected 2013 revenues of \$671,905.00 for a total fund balance of \$1,291,933.00. FY2013 budgeted expenditures total \$641,200.00 leaving a fund balance of \$650,733, which would be sufficient to pay for the painting of Water Tower No. 5 this year.

Line Item	Budget	Increased	Revised
Repaint Towers	<u>Amount</u>	<u>(Decreased)</u>	<u>Amount</u>
21-10-4-7727	\$366,000	\$304,000	\$670,000

Assistant Village Manager Armour reported that Tower No. 5 is the last tower to repaint with the new colors and if approved, Staff will prepare the bid and publish it.

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 a Resolution Approving a Budget Amendment to the Water Equipment Replacement Fund for the Repainting of Water Tower No. 5 (Wing Pointe Subdivision) and Authorizing Solicitation of Bids.

- g) Discussion – Consideration of an Ordinance Ascertainning the Prevailing Rate of Wages for Laborers, Mechanics, and other Workman Engaged in the Construction of Public Works Under the Jurisdiction of the Village of Huntley

Mayor Sass reported that each year, the Village of Huntley is required by the Illinois Department of Labor to pass a Prevailing Wage Ordinance ascertainning the prevailing wage for laborers, mechanics, and other workmen engaged in the construction of public works. State law requires that municipalities annually adopt this ordinance.

Staff Analysis

Prevailing wages are established by the Federal Government. Once approved, the Ordinance will be published in the local newspaper. The Prevailing Wage Scale pertains to the wages that the Village must ensure contractors are providing to laborers that perform work for the Village as part of any municipal project or public works construction or maintenance programs.

Documentation along with a notarized statement is required to be provided by the contractors that work for the Village stating that they are adhering to the Federal law and are in fact paying prevailing wages.

Financial Impact Not applicable.

Legal Analysis

Pursuant to State Statute, the Ordinance will be published in the local paper and properly posted.

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 the Village of Huntley Prevailing Wage Ordinance.

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT: None

VILLAGE PRESIDENT'S REPORT:

Mayor Sass reported that Huntley is hosting the June McCOG dinner.

UNFINISHED BUSINESS:

Trustee Kanakaris asked why there was no fence enclosing the south side of the deck on the Tee 2 Green plans; Mr. Tintner stated that he will add a fence on the south side of the deck.

NEW BUSINESS:

EXECUTIVE SESSION: None

ACTION ON CLOSED SESSION ITEMS: None

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 7:36 p.m.

MOTION: Trustee Piwko

SECOND: Trustee Kanakaris

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary