

**VILLAGE OF HUNTLEY  
VILLAGE BOARD MEETING  
November 17, 2016  
MINUTES**

**CALL TO ORDER:**

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, November 17, 2016 at 7:01 p.m. in the Municipal Complex, Village Board Room, and 10987 Main St., Huntley, Illinois 60142.

**ATTENDANCE:**

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

**ABSENT:** None

**IN ATTENDANCE:** Village Manager David Johnson, Management Assistant Barbara Read, Director of Development Services Charles Nordman, Chief Robert Porter, Director of Finance and Human Resources Jennifer Chernak and Village Attorney John Cowlin.

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

**PUBLIC COMMENTS:** None

**ITEMS FOR DISCUSSION AND CONSIDERATION:**

- a) Approval of the November 17, 2016 Bill List in the amount of \$556,384.40

Mayor Sass reported that \$432,942.97 or (77.8%) of the total bill list is directly attributed to the payment of development impact fees to other taxing bodies (\$100,698.16), payment of SSA Property Taxes (\$3,475.46), TIF Sales Tax (\$184,702.09), Sales Tax Rebate to Viking – TDC Huntley, LLC (\$111,427.26) and payment to Engineering Enterprises for the Wastewater Treatment Facilities Upgrade (\$32,640.00).

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

**A MOTION was made to approve the November 17, 2016 Bill List in the amount of \$556,384.40.**

**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**

- b) Consideration of an Ordinance Approving a Preliminary and Final Planned Unit
- 11.17.16 VB Minutes

Development to allow construction of a ±11,900 square foot maintenance/storage building – 12219 Lois Lane, Betsey Warrington Park

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that the Huntley Park District is proposing to construct a new maintenance/storage building within Betsey Warrington Park. The proposed ±11,900 square foot building would be located immediately south of the Stingray Bay pool. The building would replace the existing maintenance shop and storage area within the REC Center, which would be converted to additional classrooms for the day camp program.

The proposed maintenance / storage building would be set into the hillside immediately south of the pool with overhead doors located on the south elevation facing the vacant farmland. The new building will include space for offices, maintenance and cold storage and will allow the Park District to store equipment inside the building rather than under picnic shelters during the winter months.

Staff Analysis

*Site Plan*

Vehicular access to the new maintenance/storage building is provided via a twenty (20') foot wide asphalt drive along the south side of the proposed building, connecting the existing Park District building to the northwest with a “hammerhead” turnaround east of the proposed building site. Additionally, site improvements include installation of a wetland basin adjacent to the east of the proposed turnaround area.

*Parking*

The proposed 11,900 square foot includes approximately 500 square feet of office space and 10,000 square feet of maintenance and vehicle storage areas, thereby requiring the following parking for the facility:

Huntley Parking District Maintenance/Storage Building	Required Parking
Offices - ±500 sf - four (4) per 1,000 sf	2
Maintenance/Storage - ±10,000 sf - one (1) per 1,000 sf	10
Total Parking Required	12*
Total Parking Provided	27

\* - including an accessible parking/loading space

The twenty-seven (27) parking stalls proposed include seven (7) asphalt-paved spaces on the west side of the building adjacent to the main entrance to the maintenance/storage building. The Huntley Park District staff will perform the asphalt-surfacing of all areas of the subject site currently shown as “gravel-paved”.

*Building Elevations*

The building is proposed to be constructed of prefinished metal siding and roofing and split-face block to match the block used on the existing Stingray Bay buildings. There are three (3) overhead doors on the south elevation and a single overhead door on the east elevation.

*Landscaping*

The site's landscaping includes perennial foundation plantings at the southwest corner of the building and trees planted along the berm on the north side of the site and four (4) serviceberry plantings installed along the north side of the parking area on the west side of the site. Additionally, the wetland basin on east side of the site includes an erosion blanket and wet plant and prairie seed mix.

### *Lighting*

Lighting for the site is provided by wall-mounted fixtures above the main entrance on the west side of the building and above each of the facility's four (4) overhead garage doors.

### *Signage*

There is no signage proposed with the development of the subject site.

### Plan Commission Recommendation

The Plan Commission public hearing to consider the petition was held Monday, November 14 2016. The Plan Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, recommended approval of the requested actions by a vote of 5 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 Village of Huntley will require adherence to Illinois drainage law and best management practices for stormwater management. The petitioner, its agents and assignees are responsible for not increasing the rate of stormwater runoff and will be required, to the extent practicable, to minimize any increase in runoff volume through "retention" and design of multi stage outlet structures.
4. The petitioner shall obtain final approval of the Landscape Plan from the Development Services Department.
5. All permanent and seasonal plantings must be replaced immediately upon decline.
6. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
7. No building permits are approved as part of this submittal.
8. No sign permits are approved as part of this submittal.
9. *Added by Plan Commission: Spruce trees shall be added along the south property line to screen the maintenance building from view of the homes located to the southwest.*

### Village Board Conceptual Review

The Village Board reviewed conceptual plans for the project at the July 14, 2016 Village Board meeting and expressed concerns regarding the following items:

- The timing for the completion of the asphalt portion of the site plan. *The petitioner has indicated that the paving will occur as soon as the asphalt plants open in Spring 2017.*
- Encouraged additional landscaping along the berm on the north side of the proposed maintenance/storage building. *Landscaping has been added to the north of the building.*

Director Nordman reported that representatives of the petitioner were in attendance to answer questions.

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

**A MOTION was made to approve an Ordinance for a Preliminary and Final Planned Unit Development to allow construction of a ±11,900 square foot maintenance/storage building – 12219 Lois Lane, Betsey Warrington Park.**

**MOTION: Trustee Goldman**

**SECOND: Trustee Hoeft**

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

**NAYS: None**

**ABSENT: None**

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

- c) Consideration of a Resolution Approving an Intergovernmental Agreement Between the Village of Huntley, the County of McHenry, the City of Crystal Lake, the City of Harvard, the City of Marengo, the City of McHenry, the City of Woodstock, the Village of Johnsburg, the Village of Ringwood, and the Village of Lakewood for General Public Dial-A-Ride Transit Service in 2017

Village Manager David Johnson reported that the current intergovernmental agreement (IGA) with McHenry County and the participating Cities of Crystal Lake, Harvard, Marengo, McHenry, and Woodstock, and the Villages of Huntley, Johnsburg, Lakewood, and Ringwood for General Public Dial-A-Ride Transit Service expires on November 30, 2016. The service, also known as MC Ride, provides bus service for seniors, disabled, and the general public from the Village to other participating communities that are a party to the IGA. In order to continue providing the service to Village residents a new IGA must be entered into with the County and other participating agencies. There are no new participating agencies this year.

#### Staff Analysis

Participating municipalities and townships that are a party to the intergovernmental agreement are the Cities of Crystal Lake, Harvard, Marengo, McHenry, and Woodstock; the Villages of Huntley, Johnsburg, Lakewood, and Ringwood. The agreement is for a one-year period (December 1, 2016 through November 30, 2017). The County will also enter into a new intergovernmental agreement between with the Townships of Dorr, Greenwood, Nunda, and Grafton. A small fare increase is proposed to take effect on April 1, 2017.

Below are some of the highlights of the program (same as current program):

- a. Service hours are Monday – Friday 6am – 7pm; Saturday 9am – 5pm
- b. If a rider has a disability and requires a personal travel assistant, one assistant rides free
- c. Up to two children 7 years or younger can ride free per fare paying adult
- d. Service would be provided to all residents within the Village of Huntley, including Kane County
- e. Fees are as follows:
  - General Public \$2.00; \$2.50 starting April 1, 2017
  - Senior (+60) \$1.00; 1.25 starting April 1, 2017
  - Person with a Disability \$1.00; \$1.25 starting April 1, 2017  
(Plus \$.25 / mile for each additional mile after the first five)
- f. Riders may travel to any location that is included in the MCRide Program
- g. Trip reservations for general public riders may be made no more than 24 hours before the requested trip, and no less than 2 hours before the requested trip; trips for seniors and individuals

with disabilities may be reserved no more than 7 days in advance of the requested trip, and no less than 2 hours before the requested trip.

The average number of distinct riders for the period of January – September 2016 was 56. A total of 3,161 passenger trips originating in Huntley were provided during the same period.

#### Financial Impact

The cost for the Village to participate in 2017 is \$31,815 (\$1.31 per capita), which is the same amount as in 2016. As part of the Village's FY2016 budget, \$40,000 was included in line item 01-10-2-6355 to fund the Village's participation in the program. The FY2017 budget will include funds to continue participation in the program.

#### Legal Analysis

The agreement has been revised to reflect the increase in fares that will take effect in April, 2017.

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

**A MOTION was made to approve a Resolution Approving an Intergovernmental Agreement Between the Village of Huntley, the County of McHenry, the City of Crystal Lake, the City of Harvard, the City of Marengo, the City of McHenry, the City of Woodstock, the Village of Johnsburg, the Village of Ringwood, and the Village of Lakewood for General Public Dial-A-Ride Transit Service in 2017.**

**MOTION: Trustee Leopold**

**SECOND: Trustee Goldman**

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

**NAYS: None**

**ABSENT: None**

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

#### d) Consideration of a Resolution for Construction in the Route 47 Right-of-Way

Mayor Sass reported that the Illinois Department of Transportation (IDOT) requires that any person, firm or corporation desiring to do work on state maintained right-of-way must first obtain a written permit from IDOT. This includes any emergency work on broken watermain or sewers.

A surety bond is required with each permit application to ensure that all work is completed in accordance with state specifications and that the right-of-way is properly restored. For permit work to be performed by employees of a municipality a resolution is acceptable in lieu of the surety bond. The resolution does not relieve contractors hired by the municipality from conforming to the normal bonding requirements nor from obtaining permits.

#### Staff Analysis

The Village has approved similar resolutions for previous years. It is proposed that the current resolution be approved for the two-year period of 2017 and 2018.

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

**A MOTION was made to approve a Resolution for Construction in the Route 47 Right-of-Way.**

**MOTION: Trustee Leopold**

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

e) Consideration of a Resolution Approving a Collective Bargaining Agreement with the Metropolitan Alliance of Police, Chapter #207

Village Manager David Johnson reported that the current contract between the Village and the Metropolitan Alliance of Police (MAP) expires on December 31, 2016. Village and MAP representatives began negotiating in early fall. Village Manager Johnson stated the following:

- The final draft presented to the Village Board has minimal language and operational changes.
- The proposed length of the contract is for four (4) years from January 1, 2017 through December 31, 2020.
- The annual wage increases are 2.5% in each year of the contract.
- The contract also calls for an increase in medical and dental contributions of 25% for employees hired after January 1<sup>st</sup> 2017 and an increase in dental contributions for existing members.
- This is the 5<sup>th</sup> contract with MAP and is the 3<sup>rd</sup> consecutive contract that has been negotiated without attorneys, which is a cost savings.
- The Village is proud of the work of the officers and knows that they have a very difficult job.

Village Manager Johnson thanked the new MAP Bargaining Team of Detective Theo Kallantzes, Officer Alex Panvino and Officer Brad Kummer and stated that they were professional and respectful at all times. Village Manager Johnson also acknowledged the other officers that were in attendance.

Village Manager Johnson also thanked the Village's Bargaining Team for their hard work and dedication: HR Manager Chrissy Hoover, Deputy Chief Todd Fulton, Deputy Chief Mike Klunk, Director of Finance and Human Resources Jennifer Chernak and Chief Porter.

The agreement is consistent with assumptions made in the Village's future financial models and the four (4) year contract allows the Village to allocate reserves within future budget parameters.

#### Legal Analysis

The agreement has been reviewed by the Village's Labor Attorney and all is in order for Village Board consideration.

Chief Porter stated that he has had experience in these negotiations during his career and stated that this process was smooth and done in a professional manner and believes it is a very fair contract and that he was proud of all involved.

Detective Theo Kallantzes thanked the Village Board, Village Manager Johnson and Staff and stated that as his first time on the team that it was a smooth process and that he was proud of being part of the team.

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

**A MOTION was made to approve a Resolution Approving a Collective Bargaining Agreement with the Metropolitan Alliance of Police, Chapter #207.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Westberg**

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

**NAYS: None**

**ABSENT: None**

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

Mayor Sass and Detective Theo Kallantzes formally signed the contract.

f) Discussion –2016 Property Tax Levy

Village Manager David Johnson reported that the Village Board must approve the annual property tax levy in sufficient time to file the approved property tax levy ordinance with the County Clerks by the last Tuesday in December, which is December 27, 2016.

Village Manager Johnson outlined the following:

The tax levy process is an **estimation** based on assessed valuations, estimated new construction, and annexations that have occurred during the year, and for 2016, the valuation of the expiration of the south Tax Increment Finance District (TIF).

Final valuations are also affected by rate multipliers imposed by the Counties and the State of Illinois.

The final rate for the Village is calculated by dividing the dollar amount of the levy request by the final equalized assessed value as set by the Counties in the spring of 2017.

The process allows the Village to capture new assessed valuation from new growth and new construction so that the tax burden is allocated across all available taxpayers.

On December 31, 2016 the south TIF will be dissolved and all the overlapping tax bodies, including the Village, will have an opportunity to access the increment generated by the TIF without increasing the taxes paid by taxpayers in the TIF as the taxpayers previously paid the revenue to the TIF District; this revenue will now be distributed to the taxing bodies.

The 2017 draft budget document currently assumes a 2016 levy request of \$4,500,000 which is expected to hold the rate at the 2015 tax levy rate of 54 cents/\$100 of equalized assessed valuation. The tax burden shift, adjustments of property valuations and multiplier adjustments all factor into the final rate. Again, final tax rates are not calculated by the counties until spring 2017.

The Village has frozen its property tax levy every year since 2010, six (6) years, even though the Village's population continued to grow/increase.

During this time period, the Village was among the top 10 fastest growing municipalities in northern Illinois. In fact, only 24% of municipalities in Illinois experienced any population growth during this time period.

Even with this population growth over the last three (3) fiscal years and increased services to provide, the Village's General Fund operating expenditures have remained flat.

Unfortunately, primarily due to mandates from the State and a continued emphasis on public safety, the Village's operating expenses are no longer able to remain flat.

However, the Village will be able to withstand these additional expenditures because of a significant increase in the Village's property tax base due to the strong economic conditions that exist in our community.

The expiration of the Southern TIF and new construction valued in excess of \$53 million will assist in offsetting the costs and will allow the Village to maintain its property tax rate at 54 ¢ per \$100 of EAV. Mayor Sass asked if the Village Board had any comments or questions.

Trustee Westberg asked about the estimated amount to a property owner for the Village's portion of the tax bill; Village Manager Johnson reported that it is estimated that a \$250,000 home would be \$449.00.

There were no other comments or questions.

***It was the consensus of the Village Board to authorize a levy request of \$4,500,000 for the 2016 tax levy and to direct staff to hold a public hearing on December 1, 2016 to elicit public comments.***

- g) Accept and Place on File the Third Quarter 2016 Financial Reports for the Village of Huntley

Village Manager David Johnson reported that the Village Board received in their packets for review and acceptance the Village's 3rd Quarter 2016 Financial and Investment Reports. Village Manager Johnson stated that unless the Board had comments or questions that he was not going to review the report as the Village Board would be receiving the most up-to-date information in a draft copy of the FY2017 Annual Budget on Friday.

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

**A MOTION was made to accept and place on file the Financial and Investment report for the 3rd Quarter 2016.**

**MOTION: Trustee Leopold**  
**SECOND: Trustee Kanakaris**  
**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:** None

**VILLAGE PRESIDENT'S REPORT:**

Mayor Sass asked Trustee Piwko to report on the McCOG meeting. Trustee Piwko stated that PACE did a presentation on the Van Pool Program.

**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 7:22 p.m.**

**MOTION: Trustee Piwko**  
**SECOND: Trustee Kanakaris**  
**The Voice Vote noted all ayes and the motion carried.**

Respectfully submitted,

Barbara Read  
Recording Secretary