

VILLAGE OF HUNTLEY
VILLAGE BOARD MEETING
July 13, 2017
MINUTES

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, July 13, 2017 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, Timothy Hoefl, Niko Kanakaris, Harry Leopold and John Piwko.

ABSENT: Trustee JR Westberg

IN ATTENDANCE: Village Manager David Johnson, Assistant Village Manager Lisa Armour, Management Assistant Barbara Read, Director of Finance Cathy Haley, Director of Public Works and Engineering Tim Farrell and Village Attorney John Cowlin.

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

PUBLIC COMMENTS: None

ITEMS FOR DISCUSSION AND CONSIDERATION:

- a) Consideration of a Resolution Extending a Professional Services Agreement with Tim Billimack, Blue Chip Commercial Real Estate, LLC for Retail Consulting Services

Village Manager David Johnson reported that a professional services agreement with Tim Billimack of Blue Chip Commercial Real Estate was approved by the Village Board on January 12, 2017 for an initial period of six months to assist with economic development and recruitment efforts. A summary of contacts and activity during the past six months is attached.

Staff Analysis

Mr. Billimack has been a commercial broker for many years and has extensive experience in the region. He has been involved with bringing several projects to Huntley in the past and has a good background and understanding of development issues within the Village. The agreement provides for a monthly compensation of \$3,000. The consultant is also allowed to receive normal brokerage fees associated with real estate transactions. The agreement would expire on December 31, 2017, with the option to continue again in another six-month increment.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Promote New Business Development, Retention, and Expansion* as a Strategic Priority.

Financial Impact

The FY2017 Budget includes funding for Economic Development in line item 01-10-70-2-7487 in the

Development Services Department budget.

Village Manager Johnson reported that Mr. Billimack was 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 a Resolution Extending a Professional Services Agreement with Tim Billimack, Blue Chip Commercial Real Estate, LLC for Retail Consulting Services.

MOTION: Trustee Leopold

SECOND: Trustee Kanakaris

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

NAYS: None

ABSENT: Trustee Westberg

- b) Consideration to Approve Payout Request No. 1 in the amount of \$67,498.20 to Apex Landscaping, Inc. for the 2017 Spring 50/50 Parkway Tree Replacement Program and Amending the FY 2017 Budget

Village Manager David Johnson reported that at the March 10, 2016 Village Board Meeting, the Village Board of Trustees awarded Apex Landscaping, Inc. the bid for the 50/50 Residential Parkway Tree Replacement Program; the contract and prices were extended for the 2017 spring planting.

Staff Analysis

Apex Landscaping, Inc. has completed planting 115 residential parkway trees as part of the spring planting and has submitted a payout request in the amount of \$75,444.00 with 10% (or \$7,544.40) retained for one-year as stated in the bid document.

In spring of 2016, 272 trees were planted through the 50/50 program. In winter of 2017, Staff reserved approximately the same number of trees anticipating that most of them would be purchased by the residents; unfortunately, the residents only purchased 57 trees. With the committed amount of spring trees existing, Staff had them planted in the following locations in order to replace trees that were previously removed and / or to beautify the entrances to the Village as well as the entrances to the Wing Pointe and Southwind subdivisions:

- Reed Road from Haligus to the east most Village Limits
- Haligus Road from Reed Road to the north Village limits
- Weiss Park parkways on Bennington and Riverside
- Algonquin Road between Ruth Road to Church Street

Financial Impact

The Village Board approved \$50,000 for the 50/50 Parkway Tree Replacement Program as part of the FY 2017 Budget and is included in the Street Improvement Fund, 04-10-4-7510.

The resident portion collected for the Spring 2017 planting was \$6,370.90. The Village's portion exceeds the budgeted amount and also includes the 10% portion which was retained from the 2016 Spring Planting Program. Village Manager Johnson reported that the FY17 Budget does not need to be amended as originally thought as these funds come from the Street Improvement Fund and the amount of the payout does not exceed the fund balance.

	Invoice Amount	10% Retained	Amount Due
2017 Payout #1 (Spring)	\$75,444.00	\$7,544.40	\$67,899.60
2016 Retained Amount	\$10,160.10		\$10,160.10
Totals	\$85,604.10	(\$7,544.40)	\$78,059.70

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

A MOTION was made to approve Payout Request No. 1 in the amount of \$78,059.70 to Apex Landscaping, Inc. for the spring planting of residential parkway trees.

- MOTION: Trustee Hoeft**
- SECOND: Trustee Goldman**
- AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold and Piwko**
- NAYS: None**
- ABSENT: Trustee Westberg**

- c) Approval of the Village of Huntley 2017 Street Improvement Program Additional Project Including:
 - i. Approval of a Resolution to Appropriate \$300,000.00 in Motor Fuel Tax Funds for Maintenance of Streets and Highways for the 2017 Street Improvement Program
 - ii. Approval of a Resolution Executing the Construction Contract to Brothers Asphalt Paving in the amount of \$260,489.56 for the 2017 Street Improvement Program Additional Project and Amending the FY2017 Budget

Director of Public Works and Engineering Timothy Farrell reported that on May 11, 2017 the Village Board approved a Bid from Arrow Road Construction Company in the amount of \$723,966.76 for the 2017 MFT Street Improvement Program consisting of the grind and overlay of the following streets:

<u>Street</u>	<u>Limits</u>	<u>Length (ft.)</u>
Del Webb Blvd.	Eakin Creek Ct. to Dakota Fields Dr.	8,200
Oakcreek Pkwy	IL. Rt. 47 to Terminus	1,275
Jamestown Rd	Reed Rd. to Rainsford Dr.	1,850
Evendale Rd.	Wheatlands Way to Haligus Rd.	650

Total Length = 11,975 ft. (2.27 miles)

Construction on the project has started and will generally consist of spot concrete curb and gutter removal and replacement, ADA curb ramp upgrades, Class D HMA patching, base repair and HMA resurfacing. The estimated cost for the base bid was \$880,192.85 and the FY17 budget is \$880,000.00 for this work. The bid was lower than the estimate mainly due to the low price of the HMA Surface Coarse of \$52.50 per Ton, a price not seen on a Huntley MFT Street Improvement project in several years.

Due to the favorable bid price for the MFT Street Improvement Program, staff has investigated options for expanding the scope of the Pavement Management Program.

Staff Analysis

Staff identified the following streets as a potential addition to the MFT Street Improvement Program:
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<u>Street</u>	<u>Limits</u>	<u>Length (ft.)</u>
Haligus Road	North Village Limit to South of Reed Rd.	3,200
Main Street	Manhattan Road to Haligus Road	<u>1,700</u>
Total		4,900 ft. (.93 miles)

With the additional streets, the total road miles resurfaced in FY2017 would be 3.2 miles.

The Illinois Department of Transportation (IDOT) would not authorize a change order to the contract with Arrow Road Construction Company on the basis that the additional scope of work was not identified in the original contract. Therefore, contract documents were prepared and on July 6, 2017, the Village received bids from six (6) contractors for the 2017 Street Improvement Program Addition. The results are summarized in the bid tabulation summary table below. Brothers Asphalt was the lowest responsible bidder in the amount of \$260,489.56.

Bid Tabulation Summary:

COMPANY	BASE BID
<i>Engineer's Estimate</i>	\$201,542.00
BROTHERS ASPHALT	\$260,489.56
J.A. JOHNSON PAVING CO.	\$274,274.00
SCHROEDER ASHPALT SERVICES, INC.	\$276,890.50
PLOTE CONSTRUCTION, INC.	\$279,524.50
LORIG CONSTRUCTION CO.	\$293,454.00
ARROW ROAD CONSTRUCTION CO.	\$324,121.40

Staff Analysis

The bids were higher than the engineer's estimate; however, using the estimated unit pricing from earlier in the year (the estimated price that generated the original \$880,000 estimate), the engineer's estimate would have been \$251,600.00. Therefore, staff is presenting for Village Board consideration the Brothers Asphalt Paving bid in the amount of \$260,489.56 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. By appropriating \$300,000 in MFT funds, any potential Board-approved change orders would be covered by the resolution and does not necessarily imply that the appropriated amount will be expended.

A budget amendment in the amount of \$105,000 to be taken from the MFT fund balance is required if the Village Board accepts the proposed bid.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Promote Sound Financial Management and Fiscal Sustainability* as a Strategic Priority, and "enhance asset management program to sustain level of service at economical life cycle cost" as an objective.

Financial Impact

The FY2017 Budget includes \$880,000 in the MFT Fund line item 42-05-3-6750 for the 2017 Street

Improvement Program. A budget amendment is required to increase the expenditures in the MFT Fund (42-05-3-6750) by the amount of \$105,000, which will be funded through the available fund balance.

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

A MOTION was made to a Resolution to Appropriate \$300,000 in Motor Fuel Tax Funds for Contract Construction for the 2017 Street Improvement Program Additional Project

MOTION: Trustee Leopold
SECOND: Trustee Kanakaris
AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold and Piwko
NAYS: None
ABSENT: Trustee Westberg

A MOTION was made to approve a Resolution Executing the Construction Contract to the lowest responsible bidder, Brothers Asphalt Paving, in the amount of \$260,489.56 for the 2017 Street Improvement Program Additional Project and Amending the FY2017 Budget

MOTION: Trustee Leopold
SECOND: Trustee Hoeft
AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold and Piwko
NAYS: None
ABSENT: Trustee Westberg

d) Discussion Only - East and West WWTF Upgrades Project Status Report

Director of Public Works and Engineering Timothy Farrell reported that on May 28, 2015, the Illinois Environmental Protection Agency (IEPA) reissued the National Pollutant Discharge Elimination System (NPDES) Permit No. IL0029238 for the East Wastewater Treatment Facility (WWTF). The re-issued permit required the Village to prepare three planning documents and submit them by November 30, 2016. The re-issued permit also requires Village compliance with a *Phosphorus effluent discharge limit of 1.0 mg/l by November 30, 2018*, as well.

The planning documents include a Phosphorus Discharge Optimization Plan and Phosphorus Removal Feasibility Study. These planning documents working in concert with the recommendations of the 2015 Comprehensive Master Utility Plan have identified required regulatory, and operation and maintenance (O&M) upgrades necessary for regulatory compliance. The improvements identified are as follows:

East WWTF:

- Replace valves and gates in northwest Orbal oxidation ditch and put back into service
- Replace valves and weirs in northeast closed loop reactor oxidation ditch
- Modify flow splitter box for northwest oxidation ditch compatibility with clarifiers 2 and 3
- Construct a chemical feed building for Barium and Phosphorus removal
- Install Variable Frequency Drives (VFDs) with walk-in enclosures and a control system (w/ DO and ORP probes) for the oxidation ditch aerators to improve biological nutrient removal of the facility
- Electrical gear upgrades

West WWTF:

- Automate the aerobic digester controls
- Replace the drain mud valves on Oxidation Ditch Nos. 1 and 2
- Add one new 1.5 meter belt filter press for dewatering and replace the existing conveyor liner and add two new polymer feed skids
- Upgrades to thickened sludge pumping system
- Replace motors and add VFD's with walk-in enclosure and control system upgrades (w/ DO and ORP probes) on Oxidation Ditch No. 2
- Drain pumping station upgrades including pump impeller replacement

Staff Analysis

Design engineering is complete and bids are due on July 12, 2017. After satisfactory review of the bids, staff will present the bid award for discussion and action at an upcoming Committee of the Whole and Village Board meeting.

Financial Impact

The FY2017 Budget includes partial funding for the Wastewater Treatment Facility Upgrades in the amount of \$1,226,250.00 in the Sewer Capital Fund, 30-90-4-7500. The project will carry over into FY2018. The project will be funded by a debt issuance that will be presented at the July 20th Committee of the Whole meeting.

Director Farrell stated that the bids came in too high and therefore will be re-bid and will come back before the Village Board in the future.

Mayor Sass asked if the Village Board had any comments or questions.

Trustee Hoeft asked how much over the Engineer's Estimate the bids came in; Director Farrell reported that they came in between 20% to 50% over the estimate and noted that it is an electrical intensive project and is hard to analyze the possible costs.

Trustee Leopold asked if anyone is asking for waiver from the EPA; Director Farrell stated that the Village asked during the review period and that the EPA will allow it until 2018.

There were no other comments or questions.

This item was presented for discussion purposes only; therefore, no action was required by the Village Board.

- e) Approval of the July 13, 2017 Bill List in the amount of \$1,420,926.20

Mayor Sass reported that \$1,144,781.15 or (80.6%) of the total bill list was attributable to payment of SSA Property Taxes.

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

A MOTION was made to approve the July 13, 2017 Bill List in the amount of \$1,420,926.20.

MOTION: Trustee Piwko

SECOND: Trustee Goldman

AYES: Trustees: Goldman, Hoefft, Kanakaris, Leopold and Piwko
NAYS: None
ABSENT: Trustee Westberg

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT:

Trustee Leopold asked about the status of the multi-purpose path along Route 47; Village Manager Johnson reported that there is a hold up due to a ComEd issue. Director Farrell reported that while crews were working on the wall for the wetland they identified a ComEd structure. Director Farrell reported that apparently, ComEd has been looking for this structure and that ComEd will be working on this for the next several weeks as there are many junctions that need to be addressed. Trustee Leopold asked when the rest of the project will begin again now that there is a State budget; Director Farrell reported that work should begin July 17th or 18th.

VILLAGE PRESIDENT'S REPORT: None

UNFINISHED BUSINESS: None

NEW BUSINESS: None

EXECUTIVE SESSION: None

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 7:15 p.m.

MOTION: Trustee Piwko

SECOND: Trustee Kanakaris

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary