

**VILLAGE OF HUNTLEY
VILLAGE BOARD
January 9, 2020
MEETING MINUTES**

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, January 9, 2020 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, Tim Hoeft, 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, Chief Robert Porter, Director of Public Works and Engineering Timothy Farrell, and Village Attorney John Cowlin.

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

PUBLIC COMMENTS:

Mr. Paxton Knopsnyder, 12893 Farm Hill Drive, commented on the proposed construction of the Holiday Inn Express at Regency Square and noted that there is increased traffic on Farm Hill Drive and Cold Springs now and asked if a traffic study could be conducted.

Ms. Melissa Solis, 11330 Dean Street, stated that they have owned their home since November, 2019 and stated that it is intolerable to live there with the noise from the trucks at the Dean Foods facility. She stated that the decibels are over 90 at night and on Sundays. She stated that they have already put up sound-proof curtains but it doesn't help as the trucks are parking on the fence line adjacent to their property. She asked the Village for assistance. Mayor Sass stated they have been asked to put the trailers on the east side of the lot and also noted that the Village is in negotiations with them regarding their proposed plans. Village Manager Johnsons stated that there is a meeting with Country Delight on Monday and Staff will discuss the issues at that time.

Ms. Michelle Thimios, District Director for Representative Lauren Underwood, reported on the various items the Representative can help residents and municipalities and also noted recent accomplishments. Ms. Thimios gave information for distribution in the Village Hall reception area.

ITEMS FOR DISCUSSION AND CONSIDERATION:

- a) Consideration – Approval of the November 14, 2019 Village Board Meeting, December 5, 2019 Special Village Board Meeting, December 19, 2019 Special Village Board Meeting, and December 19, 2019 Liquor Commission Hearing Minutes

Mayor Sass reported that Trustee Kanakaris was absent from the December 5, 2019 meeting.

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

A MOTION was made to approve the November 14, 2019 Village Board Meeting, December 19, 2019 Special Village Board Meeting, and December 19, 2019 Liquor Commission Hearing Minutes.

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

A MOTION was made to approve the December 5, 2019 Special Village Board Meeting Minutes.

MOTION: Trustee Leopold
SECOND: Trustee Hoeft
AYES: Trustees: Goldman, Hoeft, Leopold, Piwko, and Westberg
NAYS: None
ABSENT: None
ABSTAIN: Trustee Kanakaris
The motion carried: 5-0-0-1

b) Consideration – Approval of the January 9, 2020 Bill List in the amount of \$282,312.32

Mayor Sass reported that \$237,730.77 of the bill list expenditures is from the FY19 Budget and the remaining \$44,581.44 is from the FY20 Budget.

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

A MOTION was made to approve the January 9, 2020 Bill List in the amount of \$282,312.32.

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

c) Consideration – A Resolution Approving a Façade Improvement Assistance Program Grant for DNT Properties LLC, 10501 Route 47

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that the petitioner, DNT Properties LLC, has submitted a Façade Improvement Assistance Program application requesting \$20,000.00 in assistance for improvements to 10501 Route 47. The scope of work proposes to remove the existing canopy signage and bracing located over the showroom portion of the building and construct a new canopy that will be sided with ‘James Hardie’ artisan shiplap siding. The work also proposes to paint the existing face brick, limestone sills, and overhead doors on the portion of the building utilized by the used auto dealership. The other portions of the building will

remain as existing and no other site improvements are proposed. The construction cost of the proposed work is estimated at \$45,000 (the petitioner has submitted three quotes for the proposed work which range from \$49,000 to \$59,875).

The petitioner was previously before the Village Board on August 22, 2019, to request an extension for completing exterior improvements that are required as a condition of Ordinance (O)2018-07.26, which approved a special use permit for Sardar Motors Inc. to operate a used automobile dealership. The petitioner was requesting a twelve-month extension; however, the Village Board granted an extension of six months, therefore requiring the exterior improvements to be completed by February 29, 2020 (Ordinance (O) 2019-08.55). Failure to complete the required improvements by February 29, 2020 shall constitute grounds for the revocation of the special use permit for Sardar Motors.

Staff Analysis

The Façade Improvement Assistance Program Guide identifies specific exterior improvements that are eligible for reimbursement. All proposed exterior improvements are identified as eligible improvements under the guidelines of the program.

The Village Board shall evaluate the project based on the value of the aesthetic improvements to the Village of Huntley and the following criteria:

- Condition of the building and need for renovation (see photos with application)
- Extent to which the improvements conform to the Downtown Revitalization Plan and Commercial Design Guidelines
- Extent to which the proposed improvements restore, maintain, or enhance the character of the building and surrounding area

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies “*Promote New Business Development, Retention, and Expansion*” as a priority, and “clean up or redevelop businesses along Route 47 corridor north of Main Street” as an objective.

Financial Impact

The FY20 budget includes \$50,000 for the Façade Improvement Assistance Program in the Downtown TIF District No. 2 Fund.

The Façade Improvement Assistance Program allows reimbursement of up to fifty percent (50%) of the project cost per property with a maximum reimbursement of \$10,000 per project. As a policy, the maximum aggregate amount of all grants approved for a property within any five (5) year period shall be limited to \$20,000. The estimated cost of the proposed improvements totals \$45,000 which would allow for a maximum reimbursement of \$20,000 if the Village Board finds that the proposed project meets the review criteria.

Legal Analysis

If the requested grant is approved by the Village Board, the petitioner must sign and abide by the terms of the Façade Improvement Assistance Program Agreement in order to be reimbursed for the project.

Director Nordman reported that the property owner, Tommy Kondraros, was in attendance to answer questions.

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

Trustee Goldman asked if there was going to be any signage on the building. Mr. Kondraros stated that he is waiting to hear from Sardar regarding signage.

Trustee Piwko asked if this project will be completed by February 29th? Mr. Kondraros said that he has the contractors lined up and ready to start.

Mayor Sass asked about the completion of the parking lot as it is nothing but gravel and doesn't work. Mayor Sass also stated that the proposed plans do not look much different than the building does presently.

Trustee Westberg recommended that the old glass block be replaced with a commercial grade window so that the building looks better. Mr. Kondraros stated that the glass block is in the office.

Trustee Kanakaris stated that he is not ready to vote on this item as the building does not look right and that nothing is changed from its current appearance.

Trustee Hoeft stated that he needs to see the proposed signage.

Trustee Goldman stated that he needs to improve on the aesthetics of the building.

Mayor Sass asked if it was the consensus of the Village Board to have the petitioner return with signage and the removal of the glass block window with a store-front window. Trustee Westberg asked Mr. Kondraros how long it would take for him to prepare this information.

Trustee Hoeft asked about the signage and stated that he could not vote until the sign plan was presented. Director Nordman stated that the current sign is a sign box.

Trustee Leopold told Mr. Kondraros that he needs to prepare a new design for the building and return in 30-days. Mr. Kondraros stated that he has already spent over \$7,000 for the design.

Trustee Westberg asked Mr. Kondraros if he could return in 30 or 60 days with an improved design.

It was the consensus of the Village Board for Mr. Kondraros to return in 60 days or sooner with an improved design.

A MOTION was made to TABLE a Resolution Approving a Façade Improvement Assistance Program Grant for DNT Properties LLC, 10501 Route 47 until the March 12, 2020 Village Board Meeting.

MOTION: Trustee Kanakaris

SECOND: Trustee Westberg

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

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- d) Consideration – A Resolution Authorizing Negotiations for a Business Development Agreement with Huntley Hotel, LLC for a Holiday Inn Express on a 5.7 Acre Site at Regency Square

Village Manager David Johnson reviewed a Power Point presentation and reported that the contract purchaser owns several properties in the Village including the new multi-tenant center with Starbucks at Reed’s Corner. He has informed staff that he has secured an IHG Franchise for a Holiday Inn Express for the Huntley market. He has indicated that this is a three-year license granting him the franchise rights for Huntley. He also stated he is ready to contract with an architect. The proposed hotel would include approximately 95-100 rooms.

Staff Analysis

The site is zoned Business Park – Planned Development District (“BP-PDD”) and a hotel is a special use within Regency Square. The site is subject to the Regency Square Design Guidelines and will require at a minimum the following review and approvals from the Plan Commission and Village Board:

1. Special Use Permit
2. Site Plan Review, including any necessary relief
3. Plat of Subdivision

The contract purchaser has expressed interest in starting construction in Summer 2020, with an opening in the Summer of 2021.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies “*Promote New Business Development, Retention, and Expansion*” as a priority, and “secure a commitment for the construction of a hotel” as an objective.

Financial Impact

The contract purchaser is seeking financial assistance. The estimated project cost is \$11.5 million. The purchaser is seeking authorization from the Village Board to enter into negotiations for a Business Development Agreement that would provide for a property tax abatement and rebate of hotel/motel taxes.

Legal Analysis

A Business Development Agreement would require future Village Board approval.

Village Manager Johnson reported that the property owner, Henry Patel, was in attendance to answer questions.

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

Trustee Leopold stated that the proposed building looks like an apartment house. Mr. Patel stated that Holiday Inn is very strict on their design standards.

Mayor Sass asked Mr. Patel to do whatever possible to make the building look better; Mr. Patel agreed.

Trustee Westberg stated that he anticipates most of the traffic coming from the east on Kreutzer Road from Route 47 and not Farm Hill Drive and doesn't believe that there will be a need for a traffic study. Trustee Leopold agreed.

There were no other comments or questions.

A MOTION was made authorizing Negotiations for a Business Development Agreement with Huntley Hotel, LLC for a Holiday Inn Express on a 5.7 Acre Site at Regency Square.

MOTION: Trustee Leopold

SECOND: Trustee Hoeft

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

NAYS: None

ABSENT: None

ABSTAIN: Trustee Kanakaris

The motion carried: 5-0-0-1

- e) Consideration – A Resolution Approving a Bid Award to Compass Minerals for the Purchase of Water Softening Salt in the Amount of \$104 per ton

Director of Public Works and Engineering Timothy Farrell reported that the Village operates five water treatment plants that utilize the Ion-Exchange process to treat water to IEPA standards. Each water plant has three softeners. Salt is required to regenerate the softeners after a predetermined amount of water is filtered through. The water treatment plants cannot treat and produce drinking water without salt. Therefore, it is vital to purchase from a qualified, reliable source to ensure availability of product throughout the year.

On Thursday, December 19, 2019 the Village received bids from two contractors for the purchase of Water Softening Salt. The bid results are summarized in the attached bid tabulation.

Staff Analysis

The bids have been reviewed by Staff and the lowest responsive, responsible bidder is Compass Minerals in the Year 1 Unit Price Bid amount of \$104 per ton. Based on an estimated annual quantity of 1,200 tons, the estimated Year 1 annual cost is \$124,800. The Village has been obtaining water softening salt from Compass Minerals for over 20 years. All is in order to award the bid to Compass Minerals.

Financial Impact

The FY20 budget includes \$190,000 in the Water Operating Expense Fund, line item 510-60-65-7225 for water treatment chemicals of which \$160,000 is budgeted for Water Softening Salt.

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 Bid Award to Compass Minerals for the Purchase of Water Softening Salt in the Amount of \$104 per ton.

MOTION: Trustee Westberg

SECOND: Trustee Goldman

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

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- f) Consideration – A Resolution Waiving the Formal Bidding Process and Approving the Purchase of Chemicals from Hawkins, Inc. in an Amount Not to Exceed \$130,000

Director of Public Works and Engineering Timothy Farrell reported that water and wastewater plants cannot properly operate without various chemicals. IEPA regulations require the permittee to maintain parameters that only can be met through the use of specific chemicals.

Staff Analysis

The Village has been obtaining water and wastewater treatment chemicals from Hawkins, Inc. for approximately the past 12 years. The quality and consistency of chemicals purchased can have an effect on water and wastewater plant operations and many of the chemicals used by the Village are proprietary in nature. Changing vendors would most likely result in a disruption of plant processes for both the water and wastewater treatment plants. Due to the importance of maintaining compliance with IEPA regulations and the specialized nature of these products, it would be in the Village's best interest to waive the formal bidding process for the purchase of these commodities and allow the continued purchase from this vendor.

Financial Impact

The FY20 budget includes \$100,000 in the Wastewater Operating Fund, 520-60-66-7225 and \$30,000 in the Water Operating Fund, 510-60-65-7225 for this item.

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

A MOTION was made to approve a Resolution Waiving the Formal Bidding Process and Approving the Purchase of Chemicals from Hawkins, Inc. in an Amount Not to Exceed \$130,000.

MOTION: Trustee Hoeft

SECOND: Trustee Kanakaris

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

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- g) Consideration – A Resolution Authorizing the Waiver of the Formal Bidding Process and Approving the Purchase of Water Meters and Radio Transmitters from Core & Main in an Amount Not to Exceed \$150,000

Director of Public Works and Engineering Timothy Farrell reported that Village Board approval is requested for the purchase of up to \$150,000 in water meters and radio transmitters from Core & Main. The Village Board's approval of the request will allow for the sale of water meter and radio devices in new residential and commercial properties as well as the on-going replacement and maintenance of aging water meters and non-functioning radio devices. This will help ensure the accurate and efficient gathering of water meter readings and proper billing of water use consumption to the Village's customers. Due to the proprietary nature of the meter radio transmitters and mobile drive-by reading equipment, staff is requesting the Board waive competitive bidding.

Staff Analysis

Accurate reading and billing of water use is vital to ensure adequate funding to support operational and capital needs within the Water and Wastewater Divisions.

The Village uses a drive-by meter radio system to gather meter reads for the Village's bi-monthly billing of utilities. Replacement of the water meter and radio device typically occur every 15 to 20 years, at which time the accuracy of the water meter begins to decrease and the battery life of the radio transmitter has been exhausted. Once the battery stops functioning, the radio ceases to transmit and the drive-by reading equipment can no longer read the water meter. Accounts that have radio transmitting devices that no longer function require the water bill to be estimated until such time that the radio device can be replaced and an actual meter reading can be taken off the face of the water meter.

The meter radio transmitters and mobile drive-by reading equipment are specific to each meter company. The reading equipment from one manufacturer cannot read the meter radios from another manufacturer. For this reason, staff is requesting the Village Board waive competitive bidding and proceed with the purchase of the water meters and radio devices through Core & Main.

Financial Impact

The FY20 budget includes \$150,000 in the Water Capital Improvement and Equipment Fund line items 515-00-00-7110 (\$75,000) and 515-00-00-8123 (\$75,000) for the purchase of new Meters and MXU's. Meter sales revenue is budgeted at \$25,000 in line item 515-00-00-4640.

Because the warranty period for water meters and radio transmitters begins upon purchase and not installation, it is preferred not to keep an extraordinary amount of stock on hand. For that reason, staff is requesting authorization to expend up to the budgeted amount of \$150,000 for the purchase of water meters and radio transmitters with an understanding that these items would not be purchased as part of a single order, but would be purchased on an as-needed basis throughout the fiscal year. If the expenditure is approved, staff would not return to the Board for approval of the subsequent purchases (within the budgeted amount) in this fiscal year.

Legal Analysis

Given the proprietary, single-source nature of meter radio devices, waiver of competitive bidding is requested.

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

A MOTION was made to approve a Resolution Waiving the Formal Bidding Process and Approving the Purchase of Water Meters and Radio Transmitters from Core & Main in an Amount Not to Exceed \$150,000.

MOTION: Trustee Kanakaris

SECOND: Trustee Leopold

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

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- h) Consideration – Approving Payout Request No. 2 (Final) to Mauro Sewer Construction Inc. for the 2019 Water Main Replacement Program in the amount of \$215,635.40

Director of Public Works and Engineering Timothy Farrell reported that on August 8, 2019, the Village Board approved a Resolution Authorizing a Bid Award to Mauro Sewer Construction Inc. in the amount of \$429,955.00 for the 2019 Water Main Replacement Program.

Mauro Sewer Construction, Inc. has submitted the second and final payout request for the 2019 Water Main Replacement Program. Public Works and Engineering staff has reviewed the request and all is in order for approval of Payout Request No. 2 (Final). The project final cost is \$25,082 (5.8%) below the Bid amount.

Staff Analysis

Pay Request	Total Completed Work	Retention	Previous Payments	Amount Requested
#1	\$404,873.00	\$0.00	\$189,237.60	\$215,635.40

Financial Impact

The FY19 Budget included \$385,000 for the Water Main Replacement Program engineering and construction in the Water Capital Improvement and Equipment Fund 515-00-00-8004. If necessary, a budget amendment will be presented to the Village Board for consideration at a later date.

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

A MOTION was made to approve Payout Request No. 2 (Final) to Mauro Sewer Construction, Inc. in the amount of \$215,635.40 for the work completed under the 2019 Water Main Replacement Program.

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

- i) Consideration – A Resolution Authorizing a Professional Services Agreement with Ruckert-Mielke, Inc. for a Water System Capacity Analysis

Director of Public Works and Engineering Timothy Farrell reported that a Proposal dated November 26, 2019 was received from Ruckert-Mielke, the Village GIS consultant, for a Water System Capacity Analysis.

Staff Analysis

A Water System Capacity Analysis can be used in conjunction with GIS as a tool to identify existing issues within the water distribution system and to evaluate alternatives for correcting deficiencies or areas of concern. The analysis would also provide information on what could be done to address areas in the Village with low pressure and be used to plan for development. Flow and pressures throughout the Village could be analyzed with new pipes, replacement of mains with larger sizes and looped systems.

The cost for the Water System Capacity Analysis is \$59,400.

Financial Impact

The FY20 Budget includes \$59,400 in the Water Capital Improvement and Equipment Fund 515-00-00-6120.

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

A MOTION was made to approve a Resolution Authorizing a Professional Services Agreement with Ruekert-Mielke, Inc. for a Water System Capacity Analysis.

MOTION: Trustee Leopold

SECOND: Trustee Piwko

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

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- j) Consideration – A Resolution Authorizing Professional Service Agreements with Ruekert-Mielke for GIS and Asset Management Program Services

Director of Public Works and Engineering Timothy Farrell reported that proposals were received from Ruekert-Mielke, the Village GIS consultant, for the annual GIS and Asset Management Program services.

Staff Analysis

Each year over the past several years, the Village has budgeted funds to continue building the GIS system on an incremental basis. The GIS inventory and update has provided the Village with additional data including field verified utility locations that was uploaded to the web application for these areas. The cost for continued web-based GIS services is \$29,230 in 2020.

A new addition to the program in 2018 was an asset management solution called VUEWorks, with six modules consisting of Service Requests, Work Orders, Resource Manager, Condition, Request Portal, and MobileVue specific to Public Works initiatives. The Service Request Module tracks calls, complaints and requests from citizens. The cost to implement the Asset Management solution tailored to the existing GIS Program was \$50,000 in FY2018 and \$36,450 in 2019. The Asset Management implementation is now complete and costs are reduced to an annual subscription charge and support services at \$30,000 total.

Financial Impact

The FY20 Budget includes funding shared across six funds for the GIS and Asset Management Program services.

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

A MOTION was made to approve a Resolution Authorizing Professional Service Agreements with Ruekert-Mielke for GIS and Asset Management Program Services.

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

k) Consideration – A Resolution Waiving the Formal Bidding Process and Approving the Purchase of Bulk Fuel from Blu Petroleum

Director of Public Works and Engineering Timothy Farrell reported that the Village Board approved a fuel delivery contract with Blu Petroleum on March 24, 2016. The terms of the contract required Blu Petroleum to remove the existing aging gasoline and diesel fuel supply equipment located at the Public Works Facility and replace with new equipment including tanks, monitors, pumps, meters, hoses, nozzles, etc. The removal and installation of new equipment was completed in the Spring of 2016 and has been in use since that time. The Blu Petroleum equipment has a value of nearly \$24,000 and is provided to the Village at no cost as long as the Village purchases gasoline and diesel fuel from Blu Petroleum.

Staff Analysis

Blu Petroleum Fuel price is determined as follows:

87 Gasoline = Daily Rack + \$0.20; Diesel = Daily Rack + \$0.23

*pricing includes ValvTect premium additive

**Blu does not charge any additional delivery fees

Daily Rack is usually set once per day and includes the cost of the fuel itself, as well as transportation, overhead, and profit costs. The price can vary from terminal to terminal and depends on the cost of crude oil and related refining costs. Blu Petroleum's service also includes the fuel system accounting.

As of December 16, 2019, total annual usage for all Village departments was 64,138 gallons. In addition, the Huntley Fire Protection District also utilizes the Village fueling system and was billed for an additional 21,528 gallons of fuel for the same period.

Financial Impact

The FY20 budget includes \$160,800 for fuel purchases in all departments.

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

Trustee Leopold asked if Staff checked prices with Palatine; Director Farrell stated that Blu Petroleum is less expensive, provides the equipment at no additional cost and their customer service is better.

There were no other comments or questions.

A MOTION was made to approve a Resolution Waiving the Formal Bidding Process and Approving the Purchase of Bulk Fuel from Blu Petroleum.

MOTION: Trustee Leopold

SECOND: Trustee Hoeft

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

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- l) Consideration – A Resolution Authorizing the Purchase of Two 2020 Police Ford Interceptor SUV Vehicles through the Illinois Department of Central Management Services (CMS) Procurement Program in the Amount of \$71,410.00

Chief Robert Porter reported that based on current vehicle use and projected mileage of vehicles, the FY20 Budget provides for the replacement of two police patrol vehicles. These two vehicles will replace vehicles with high mileage and will be used in the police patrol division as fully marked squad cars.

Staff Analysis

The FY20 replacement plan will address the replacement of Squad #20, a 2013 Ford Interceptor SUV with 133,443 miles, and Squad #26, a 2013 Ford Interceptor Sedan with 110,437 miles. Both are used in the patrol division.

Authorization to dispose of these vehicles will be requested at a later date. Both vehicles will be replaced with the 2020 Ford Interceptor SUV.

Financial Impact

The Village will purchase these vehicles through the Illinois Department of Central Management Services (CMS) Procurement Program. Total cost for the two vehicles is \$71,410.00. This is within the approved budget amount of \$50,000 for each vehicle. Additional funds will be utilized to equip the police vehicles with emergency equipment once the vehicles are delivered. Funds for this project will come from the Village's Equipment Replacement Fund line item: 480-50-00-8132.

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

Trustee Leopold asked if the vehicles will be black and white; Chief Porter stated that they will be black and white.

There were no other comments or questions.

A MOTION was made to approve a Resolution Authorizing the Purchase of Two 2020 Ford Interceptor SUV Vehicles through the Illinois Department of Central Management Services (CMS) Procurement Program in the amount of \$71,410.00.

MOTION: Trustee Kanakaris

SECOND: Trustee Goldman

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

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- m) Consideration – A Resolution Authorizing an Intergovernmental Agreement with Kane County for Animal Control Services in the Kane County Portion of the Village

Chief Robert Porter reported that the Village of Huntley is located in both Kane and McHenry Counties and therefore receives animal control services from both counties. Kane County requires a signed agreement with the Village to provide these services. The Village entered into an agreement with Kane County for Animal Control services for the Kane County portion of the Village in 2018. The agreement

expired on December 31, 2019. The agreement provided an option for renewal.

Staff Analysis

The services being renewed include pickup of stray domestic animals and animals that would be considered dangerous or a nuisance. The services also include the removal of wild animals that are sick or injured.

Financial Impact

In order to provide these services to Village residents within Kane County, Kane County Animal Control would charge the Village a fee to cover their costs which could range from \$20.00 to \$175.00 per animal as per the attached fee schedule. Average cost of animal impoundment is approximately \$100.00 per animal. The fees are the same as in the previous contract.

Legal Analysis

The Agreement has been reviewed by the Village Attorney.

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

Trustee Leopold asked what the cost would be to trap and remove coyotes; Chief Porter stated that to do this would require the need to hire a private trapper and not Kane County. Trustee Leopold asked about removal of raccoons from someone’s attic; Chief Porter stated that would be the homeowner’s responsibility.

Chief Porter reported that the County would be called to remove a dead or injured animal from the street.

Trustee Leopold asked how many times Kane County’s services were needed in 2019; Chief Porter reported that the County was called two times in 2019.

There were no other comments or questions.

A MOTION was made to approve a Resolution Authorizing the Village of Huntley to Renew an Intergovernmental Agreement with Kane County for Animal Control Services in the Kane County Portion of the Village.

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

- n) Consideration – A Resolution Authorizing Expenditure of Funds for the Purchase of Information Technology Support Services

Assistant Village Manager Lisa Armour reported that the Village Board approved a Master Contract and 2020 Task Order with Advanced Business Networks (ABN) on December 19, 2019 for the provision of supplementary information technology services. ABN assistance is provided via two ABN employees that are on-site for a total of 16 hours per week (“support hours”) as well as off-site monitoring and

management of the Village’s network infrastructure (“project hours”).

Staff Analysis

ABN provides a 20% discount by purchasing blocks of pre-paid project hours over 300 hours and a 33% discount by purchasing support hours. As in previous years, Staff is seeking authorization to commit the Village to purchase an initial block of 350 project hours at a cost of \$42,000 and 416 support hours (six months) at a cost of \$41,600 for FY20. Additional support hours will be purchased for the remaining six months of the year at a later date. Project hours and support hours do not have an expiration date and if not used during FY20 could be carried over to FY21.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Promote Innovation through Technology* as a priority and “continually monitor network security system to protect against cyber-attack” as an objective.

Financial Impact

The total cost for these services was budgeted for in the FY20 Budget.

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

A MOTION was made to approve a Resolution Authorizing Expenditure of Funds for the Purchase of Information Technology Support Services.

MOTION: Trustee Westberg

SECOND: Trustee Hoeft

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:

Trustee Westberg asked if there was an update on the burglaries. Chief Porter reported that they are currently under investigation with multiple communities. Chief Porter stated that they are asking residents to say something right away if they see something suspicious.

VILLAGE PRESIDENT’S REPORT:

Mayor Sass reported that the next McCOG meeting will be held on January 22nd.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

EXECUTIVE SESSION: None

POSSIBLE ACTION ON ANY CLOSED SESSION ITEM: None

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 7:55 p.m.

MOTION: Trustee Piwko

SECOND: Trustee Kanakaris

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary