

**VILLAGE OF HUNTLEY  
VILLAGE BOARD  
December 10, 2020  
MEETING MINUTES**

**CALL TO ORDER:**

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, December 10, 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:** Interim Village Manager Lisa Armour, Management Assistant Barbara Read, Director of Public Works and Engineering Timothy Farrell, Chief Robert Porter, Director of Finance Cathy Haley, Human Resources Manager Chrissy Hoover, and Village Attorney John Cowlin.

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

Mayor Sass read the following statement:

Any member of the public physically present tonight is to remain in the lobby's overflow seating area while waiting for his or her turn to comment during the Public Comment portion of the meeting or during the Public Hearing for the FY2021 Budget.

Anyone who has signed up to speak will be able to do so, but will be required to view the proceedings from the lobby's overflow seating area. After commenting, speakers should return to the overflow seating area so the next speaker can address the Village Board. Seating in this area is limited to 10 people.

The Public could also make comments by submitting them today by 5:00 pm via e-mail. All comments received before 5:00 p.m. today will be read into the record. The public may also call in to listen to the meeting or to make public comments at the appropriate time during the meeting. To do so, members of the public were directed to sign up by 5:00 p.m. today by e-mail or by calling the Village Clerk's office.

**PUBLIC HEARING:** Village of Huntley Fiscal Year 2021 Annual Operating and Capital Budget

A MOTION was made at 7:02 p.m. to Open the Public Hearing

MOTION: Trustee Leopold

SECOND: Trustee Goldman

The Voice Vote noted all ayes and the motion carried.

Interim Village Manager Lisa Armour reviewed the following from the FY21 Operating and Capital Budget Transmittal Letter:

On behalf of the Huntley budget team, we are pleased to present to you the 2021 Fiscal Year (FY21) Operating and Capital Budget totaling \$29,412,564 in expenditures for all funds, excluding interfund transfers of \$3,616,942. Compared to the FY20 Budget, the FY21 Budget proposes \$3,250,752 (12.4%) more in total expenditures.

Over 88% of the increase is attributable to the following:

- *Water Capital Improvement and Equipment Fund* - \$2,100,000 for the Water Main Replacement Program to replace aging water main along IL Route 47 from Main Street south to Mill Street; along Mill Street from IL Route 47 east to Dean Street; and Dean Street from Mill Street south to Martin Drive
- *Downtown TIF Fund* - \$1,500,000 for stormwater management improvements to address drainage issues in the area around Mill and Church Streets and to accommodate future development of the Catty site; this work is being funded through the proceeds of a debt issuance completed in July 2020
- *Street Improvements and Roads & Bridges Fund* - \$1,891,000 in expenditures for the Annual Street Improvement Program (supplemented by another \$1,000,000 in the Motor Fuel Tax Fund) and other pavement management programs including the edge mill and overlay of Neighborhood 11 in Sun City and the Freeman Road Culvert Replacement

The Village's fiscal year coincides with the calendar year, and this budget is the financial plan that establishes the Village's goals, programs and capital expenditures for the period extending from January 1, 2021 through December 31, 2021.

#### Budget Format

The annual budget document represents the single most important policy document adopted annually by the Village President and Board of Trustees. The Village makes it a goal to prepare a budget document that clearly communicates Village priorities in providing services, programs and public improvements for the benefit of Village residents.

- Five-year Capital Improvement Program (CIP) which includes a capital improvement plan ranking system to assist with prioritizing projects and estimates of the impact of these projects on the annual operating budget (provided as a separate appendix)

#### Budget Authority and Formulation

The adoption of the annual budget by the Village Board of Trustees does not constitute a mandate to spend but rather only the authority to do so. If revenues do not meet estimated levels, spending will be curtailed and if necessary, suspended for nothing but essential Village services.

#### FY20 Budget Review

The year 2020 presented many challenges to all communities in the midst of the COVID-19 global pandemic.

The FY20 Budget for all 17 funds included \$25,736,779 in revenue and \$26,161,812 in expenditures. Revenues are now projected to exceed the budgeted amount by \$3,470,113, primarily due to debt issuance proceeds of \$1.5 million and Rebuild Illinois Funds received from the State of Illinois. The Village will receive six installments, two each year, through 2022 from this program, with total revenue of \$1,759,107. These funds are restricted to bondable projects for local transportation and infrastructure

improvements and must be spent by July 1, 2025. In addition, the FY20 budget did not include revenue from the home rule sales tax that went into effect beginning July 1, 2020. As a result, the projected dollars received for six months (\$780,000) are also contributing to the increase in revenues. Total budgeted expenditures are projected to be below the budgeted amount by \$1,540,308 (5.5%).

#### FY20 General Operating Fund Review

A surplus from the FY20 Budget of \$489,525 is expected, with this primarily occurring as a result of increases in some state shared revenues combined with expenditures being held in check and coming in less than the budgeted amounts.

The Village has submitted requests to both McHenry and Kane Counties, as well as the Federal Emergency Management Agency (FEMA) for funds to offset the financial impacts of COVID-19. The funds available through McHenry and Kane Counties are federal funds allocated to the counties through the federal Coronavirus Aid, Relief and Economic Support (CARES) Act for distribution to local municipalities. The Village has received \$857,279 from McHenry County as a reimbursement for eligible expenditures. The total eligible amount expected from Kane County is \$347,428. These funds are provided on a reimbursement basis for eligible expenditures that have occurred in FY20. These dollars will be subject to a federal single audit. Eligible expenses are related to public safety expenditures from the General Fund, and once the audit is completed in 2021, a determination will be made as to future allocation of the revenues received.

#### FY20 Water and Wastewater Funds Review

The estimated water operating revenue exceeded expenditures by \$617,274.

The estimated wastewater operating revenue exceeded expenditures by \$306,045.

The Village adopted a new utility rate structure that took effect on May 1, 2018. FY20 was the second full year the new rate structure was in place. The infrastructure maintenance fee of \$4.50 for water and \$4.50 for wastewater. For FY20, the estimated amount generated by the fees is \$305,000 in water capital revenue and \$285,000 in wastewater capital revenue.

#### 2020 Strategic Plan Progress

The Village continued to focus on the implementation of the 2016-2020 Strategic Plan in order to achieve the vision for the community as expressed in the plan. In light of the COVID-19 pandemic, a change in staff leadership, and upcoming municipal election in April 2021, development of the next five-year plan will take place in mid-2021. Noteworthy progress and achievements in 2020 include:

##### *Strategic Priority - Preserve and Enhance the Quality of Life for Village Residents*

- The 2020 Resident Survey results reflect the Village's efforts to "improve the appearance of public and private properties," as residents gave the overall appearance of the Village their highest rating since the survey began in 2010, with 91% rating it as "Excellent" or "Good."
- "Protect the safety and well-being of all people residing in, working in, or visiting the Village." The 2020 Resident Survey reflects the confidence our residents have in the Police Department. Resident perceptions of those responding that public safety was either "Excellent" or "Good" was 91%, while those expressing a "feeling of safety," indicated a 92% rating in the "Very Safe" or "Safe" categories. Another significant accomplishment in 2020 was obtaining re-accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA).

- “Improve Transportation Network and Transit Services Throughout the Village.” Construction of the Reed Road multi-use path connecting the Talamore Subdivision to the IL Route 47 corridor was completed with the assistance of an Illinois Transportation Enhancement Program (ITEP) grant.
- Worked with the McHenry County Council of Mayors group to secure a commitment for \$1.5 million to assist with the Kreutzer Road Realignment Project and initiated Phase I Engineering.

*Strategic Priority - Promote Sound Financial Management and Fiscal Sustainability*

- The Village completed a bond rating evaluation by S&P and attained a credit rating of AA+ for a debt refunding and issuance of new debt, with the debt refunding generating annual savings of more than \$20,000 for a total savings over the remaining life of the bond of \$250,000.
- Continued to balance and implement the use of full-time, part-time, and contractual arrangements to provide high quality services to Village residents in the most cost-efficient manner.
- Effective May 1, 2020, the Village became a member of the Intergovernmental Risk Management Agency (IRMA), a member-owned, self-governed public risk pool owned by the members; IRMA was determined to meet the needs of the Village in a more cost-effective manner than the previous carrier.

*Strategic Priority - Promote New Business Development, Retention, and Expansion*

- “Work with Commercial Property Owners to Attract Additional Restaurants and Shopping Opportunities.” MORE Brewing craft brewery and brew pub restaurant opened in the former auto dealership on Automall Drive, Starbucks opened its second location at Reed’s Corner, Street Slice Pizza opened in the downtown, Jewel Osco completed construction of its second store at Reed’s Corner, Jiffy Lube opened at the Huntley Grove commercial subdivision, Popeyes Louisiana Kitchen located at Huntley Crossings Phase II, and Wendy’s received approval to locate in the former Denny’s space at Drendel’s Corner.
- “Secure a Commitment for the Construction of a Hotel.” A long-time goal of the Village has been to attract a hotel. The Village Board approved a Business Development Agreement with a developer to secure the location of a 100-room Hampton Inn, which is currently under construction with an anticipated opening in 2021.

*Strategic Priority - Promote and Improve Organizational Development Efforts*

- “Update Personnel Policies and Procedures.” Managed on-going response to employee health issues related to the pandemic and prepared guidelines for addressing potential exposures and positive cases. Developed remote work guidelines for employees working from home during the pandemic.

**2020 Major Capital Projects**

- Pavement Management Program including: Motor Fuel Tax (MFT) resurfacing project in the Northbridge subdivision for a total of 3 miles of paved road
- Completed construction of the Reed Road Multi-Use Path (MUP) extension from Vine Street to IL Route 47 partially funded by the Illinois Transportation Enhancement Program (ITEP), connecting the Talamore subdivision to the IL Route 47 corridor.
- Completed the renovation of the Emergency Operations Center (EOC) project.

### Current Economic Outlook

Despite the financial impacts of the COVID-19 pandemic at all levels of the economy, the local economy has remained strong to this point. Huntley continues to be a desirable place to live and conduct business. Through September 2020, the Village issued new building permits with an estimated value of new construction in the amount of \$45,680,998, an increase of 6.5% for the same period in 2019. Residential construction accounts for 59% of permit revenue generated.

Village leadership continuously monitors federal, state, and local economic factors and governmental actions that may impact the Village's local economy and financial position. This is especially critical with the on-going COVID-19 pandemic and the unknown effects that may be experienced. The pandemic is a prime example of the global world we live in and how it can change instantly.

### FY21 Budget

The proposed FY21 budget for 18 funds includes \$30,251,578 in revenues and \$29,412,564 in expenditures excluding transfers. There are no budgeted operating fund deficits. Expenses are allocated as follows:

	FY 21	FY20
Personnel	\$13,171,030 (45%)	\$12,847,238 (49%)
Contractual Services	\$6,248,940 (21%)	\$6,012,066 (23%)
Capital	\$8,151,356 (28%)	\$5,274,526 (20%)
Commodities	\$1,154,345 (4%)	\$1,228,345 (5%)

### FY21 General Operating Fund

The General Operating Fund is balanced with \$12,938,389 in revenues and expenditures.

### Other funds

The Police Department budget of \$7,221,141 is the single largest department budget representing fifty-six percent (56%) of the expenditures in the General Fund (not including transfers). Police Pension Fund obligations continue to increase and have an impact on the property tax dollars available to fund daily operations. The amount levied in FY19 and collected in FY20 was \$978,039. The amount to be levied in FY20 and collected in FY21 is proposed at \$1,198,846, an increase of 22.58%. Additional financial resources are allocated to the Public Works budget to maintain service improvements to snow and ice removal operations.

First occurring in FY20, the Village's combined pension obligations (IMRF and Police) surpassed health insurance costs as the second highest expense after salaries in the Village's overall personnel expenditures. To continue to control health insurance costs, the Village added a Tier 2 benefit level for health insurance effective January 1, 2020, that increased the employee's contribution for insurance coverage.

The number of proposed authorized/budgeted positions for FY21 is 99.5. This is a half position more than FY20 and equates to 3.65 employees per 1,000 residents. Historically, the Village's ratio of employees per 1,000 residents has been below comparable communities in the region. The 0.5 full-time equivalent increase in positions is due to moving a part-time position to a full-time position in FY20. No new positions are proposed for FY21.

The Village has been a leader for many years in utilizing a shared services model for the delivery of services through intergovernmental agreements with other agencies and will continue to do so in FY21.

Most notably the Village's partnership with the Village of Algonquin for building and code enforcement services has provided quality services in a cost-effective manner. In addition, the Village contracts with SEECOM to provide emergency 911 dispatch services.

State per capita revenues overall decreased in 2020, even with the addition of a new revenue source coming from the sale of legalized cannabis sales beginning earlier this year. State shared revenues (local use tax, income tax, cannabis use tax, and replacement tax) are projected to decrease \$86,993 from the estimated amount received in 2020 to that proposed for 2021. The FY21 Budget has been conservatively prepared and does not reflect the expected increase in population as a result of the 2020 census and resulting additional per capita dollars for state shared revenues.

#### State Shared Revenues

The Telecommunications Tax continues to decrease as the use of traditional landlines declines. Revenue has dropped from \$628,288 received in FY16 to a projected \$350,000 in FY21, a 43.3% decrease. For FY21, \$55,250 (15.8%) will be allocated to the General Fund; \$18,724 (5.3%) to the Downtown TIF Fund; and \$276,026 (78.9%) to the Facilities and Grounds Maintenance Fund.

Building permit revenue for FY20 was strong, as residential building activity continued in the Talamore subdivision. While residential permit activity is expected to remain strong in 2021, the FY21 budget maintains the projected revenue at \$300,000.

The Village's property tax base growth has continued over the past year. The final rate setting 2019 EAV (equalized assessed valuation) was \$950,676,740, for an increase of 5.18% from the 2018 EAV. The rate setting 2020 EAV is expected to increase by \$24 million due to new construction and increased valuations by township assessors. The 2020 EAV is estimated to be \$974,894,768, which represents a 2.55% increase in valuation from 2019 and the highest to date in Village history.

Village Board policy direction for the 2020 levy for taxes payable in 2021 was to maintain the levy at \$4,798,956. Holding the total levy dollars equal to the 2019 levy will decrease dollars for general operations by \$220,807 and increase the portion of the levy that goes to the Police Pension Fund. This zero dollar increase in conjunction with the estimated increase in EAV could have an impact on the limited rate, lowering it from .5048 to .4923.

Sales tax revenue has increased 9.4% since 2017, going from \$2,650,275 to a projected \$2,900,000 in 2020. The estimated revenue in FY20 exceeds the budgeted amount of \$2,800,000 by \$100,000. Sales tax revenue is projected to remain steady in FY21 and is budgeted at \$2,900,000.

#### FY21 Water and Wastewater Fund

The FY21 Water Operating Fund budget estimated revenues are \$2,856,821 and expenses are \$2,388,893 excluding transfers.

The FY21 Wastewater Operating Fund budget estimated revenues are \$2,920,100 and expenses are \$2,498,955.

Debt was restructured in 2020, resulting in a savings of more than \$250,000 over the remaining life of the bond. The Wastewater Capital Infrastructure Fee implemented in 2018 generated an estimated \$285,000 in FY20, and is budgeted at the same amount in FY21.

## 2021 Major Capital Projects and Strategic Plan Initiatives

Major proposed capital expenditures and strategic initiatives are as follows:

- \$2,114,000 Annual Street Improvement Program that will provide for roadway resurfacing in the Covington Subdivision
- \$2,100,000 in water main replacement work on IL Route 47 between Main Street and Mill Street; Mill Street from IL Route 47 to Dean Street; and Dean Street from Mill Street south to Martin Street
- \$1,500,000 in the Downtown TIF Fund for the construction of stormwater improvements near Church Street and Mill Street
- \$200,000 for repair of the Freeman Road culvert east of the Weber Global Distribution Center
- \$170,000 for partial Phase II Engineering for realignment and widening of Kreutzer Road, with a three-lane cross section, from Walmart east to Haligus Road (6,500 feet), including realignment at the railroad crossing, box culvert improvements and a multiuse path to improve traffic flow and provide an off-road pathway for pedestrian traffic
- \$491,200 for the replacement of police vehicles, public works vehicles and equipment, and computers and network components
- Review of alternatives and establishment of the process to be utilized for developing a new Strategic Plan for 2021-2025

### Dedicated Revenue Source for Capital Improvement Plan (CIP)

To address the capital needs of the Village and to identify priorities for the general public, the Village reviews and approves a five-year Capital Improvement Plan (CIP) each fiscal year. The current 5-Year CIP is included as an appendix to the FY21 budget and includes 207 projects at a cost of \$60.5 million.

As noted in the budget document, the Village's Five-Year General Fund Financial Forecast predicts that General Fund surpluses will end in FY21 and the Telecommunications Tax revenue continues to decrease rapidly.

In 2019, the Village Board approved the implementation of a 1% local home rule sales tax that went into effect on July 1, 2020. It is estimated that the projected annual revenue from a 1% rate would be approximately \$1,560,000 (\$130,000 per month). In October 2020, the Village received \$148,166 for its first distribution for sales that occurred in July. The new tax applies to all retail purchases **except** sales of food for human consumption that is to be consumed off premises, prescription and non-prescription medication and titled personal property. The FY20 Budget did not include any revenue from this source. The FY21 budgeted amount is \$1,563,730. Revenue generated by the tax will be used to fund capital improvements (\$390,932) and street improvements (\$1,172,798).

### Alignment with Strategic Plan

Maintaining and improving the quality of life for Huntley residents will always be a key priority for the Village. In 2010, the first year of the annual Resident Survey, the perception of quality of life within the Village rated as "Excellent" or "Good" by 66% of respondents. In 2019, that number increased to 95%, the highest level to date, and remained at 95% in 2020.

This budget is consistent with the strategic priorities of preserving and enhancing the quality of life for Village residents, promoting sound financial management and fiscal sustainability, promoting

innovation through technology, promoting new business development, retention, and expansion, and promoting and improving organizational development efforts.

The Strategic Plan's Vision Statement for 2020 is as follows: "In 2020, Huntley will be a leader in the Chicago metropolitan region and the location of choice for residents, businesses, and visitors, offering a wide range of housing options, shopping and dining opportunities, employment centers, educational opportunities, and entertainment venues." Much progress has been made since 2016 to bring this vision to reality, with work remaining towards realizing this vision. As we transition to 2021 and engage in the strategic planning process for the next five years, the vision will be revisited and revised to guide the future of the Village.

Staff believes that the proposed FY21 Budget is consistent with the Mission Statement of the Village as expressed in the Strategic Plan: "The mission of the Village of Huntley, its elected officials and staff, is to achieve excellence in the management and delivery of municipal services in a reliable, efficient, fiscally, and socially responsible manner."

Interim Village Manager Armour recognized and thanked the Department Heads for their work in presenting conservative budget requests and special recognition and thanks is extended to Cathy Haley, Director of Finance, and Rita McMahon, Executive Assistant, for making this an award-winning document. Together the Village Board and Staff can continue to make a positive difference in the quality of life for our residents.

Mayor Sass reported that no one from the public signed up to make a public comment. Mayor Sass asked if anyone listening to the meeting on the phone had a comment regarding the budget; no one asked to make a comment.

A MOTION was made at 7:30 p.m. to Close the Public Hearing

MOTION: Trustee Piwko

SECOND: Trustee Westberg

The Voice Vote noted all ayes and the motion carried.

**PUBLIC COMMENTS:** None

**ITEMS FOR DISCUSSION AND CONSIDERATION:**

- a) Consideration – An Ordinance Adopting the Village of Huntley Fiscal Year 2021 Annual Operating and Capital Budget

Mayor Sass asked if the Village Board had any comments or questions regarding the Budget that was reviewed during the Public Hearing; there were none.

**A MOTION was made to approve an Ordinance Adopting the Village of Huntley Fiscal Year 2021 Annual Operating and Capital Budget.**

**MOTION:** Trustee Piwko

**SECOND:** Trustee Kanakaris

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

**NAYS:** None

**ABSENT:** None

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

- b) Consideration – An Ordinance Authorizing the Levy and Collection of Taxes for the Village of Huntley 2020 Annual Property Tax Levy in the Amount of \$4,798,956 and to direct the Village Treasurer to Record the Document Accordingly

Director of Finance Cathy Haley reported that the Village's 2020 Tax Levy request is for \$4,798,956. Once approved by the Village Board, staff will file the property tax levy ordinance with all appropriate offices at both McHenry and Kane Counties.

Staff Analysis

State law requires that the levy cannot be adopted sooner than twenty (20) days after the initial discussion on the levy, which took place at the November 12, 2020 Village Board meeting.

The Village's 2020 levy request is \$4,798,956. The 2020 property tax levy request follows the Village's financial policies in that the increase will be allocated to cover the cost of the actuarial calculated increase in the Village's police pension obligation. However, in order to keep the tax rate as low as possible the portion of the levy dedicated to general corporate operations will be decreased by the same amount. This will leave the total dollars levied equal to the 2019 levy amount.

The benefits and benefit levels for the Police Pension Fund are governed by State Statute and can only be amended by the General Assembly. The current statutory requirement is that the Village's Police Pension Fund be at least 90% funded by 2040. The Village is committed to meeting its pension obligations.

<i>2020 REQUESTED TAX LEVY - Zero Dollar Increase</i>	2019 Tax Levy Extensions	2020 Tax Levy Request	\$ Increase/ Decrease over prior year	% Increase/ Decrease over prior year
Corporate	\$3,070,917	\$2,850,110	(\$220,807)	-7.19%
IMRF	\$250,000	\$250,000	\$0	0.00%
Social Security	\$250,000	\$250,000	\$0	0.00%
Liability Insurance	\$250,000	\$250,000	\$0	0.00%
Cemetery	\$0	\$0	\$0	0.00%
Police Pension	\$978,039	\$1,198,846	\$220,807	22.58%
<b>TOTAL</b>	<b>\$4,798,956</b>	<b>\$4,798,956</b>	<b>\$0</b>	<b>0.00%</b>

Financial Impact

While residents live within the Village limits, their property tax bill is comprised of no less than nine (Kane County) or ten (McHenry County) separate taxing districts. Each taxing district determines the total dollar amount to levy on the property, which resides within the taxing district boundaries. A tax rate is calculated based on this total dollar request and the total assessed value of property within the taxing district boundaries. The tax rate is what a resident sees on their tax bill for each entity having authority to place a levy on their property. The EAV of an individual resident's property is multiplied by each tax rate to determine the amount of tax owed for the respective calendar year. The Village of Huntley is a home rule community and levies for dollars. The tax rate becomes a calculation based on the EAV (EAV/100 x Rate = Total Levy Dollars).

The EAV is determined by the township assessor’s office, while the dollars are requested by the Village for the Village’s portion of the tax bill. Therefore, the rate is a factor of these two amounts. The preliminary estimated EAV from the Counties shows a potential increase from 2019 of 2.55%. Holding the levy flat with the combined counties EAV showing an overall increase could reduce the Village’s tax rate.

Levy Year	Limited Rate	EAV	Dollars	Increase
2019	0.5048	\$950,676,740	\$4,798,956	
2020 est.	0.4923	\$974,894,768	\$4,798,956	\$0

Legal Analysis

Per Illinois Revised Statutes (40 ICS 5) section 3-143 “Report by Pension Board,” the Police Pension Board shall report annually to the Village Board on the condition of the pension fund at the end of its most recently completed fiscal year (see Exhibit A).

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

**A MOTION was made to approve an Ordinance Authorizing the Levy and Collection of Taxes for the Village of Huntley 2020 Annual Property Tax Levy in the Amount of \$4,798,956 and to Direct the Village Treasurer to Record the Document Accordingly.**

**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**

- c) Consideration – Approval of the Special Tax Rolls for the Village of Huntley Special Service Areas

The Village Board is being requested to amend the tax rolls and abate taxes for each Special Service Area (SSA) in the Village. The need to amend the Special Tax Rolls and abatement of SSA taxes is the result of the actual Special Tax Requirement in each Special Service Area for the 2020 levy year for taxes payable in 2021.

Staff Analysis

The Village is not requesting to actually levy taxes for Special Service Areas 6, 7, 8, 9, and 10, but is required to file Special Service Area Ordinances to ensure that adequate funds are available to pay for the annual bond and interest payment of each Special Service Area. The actual levy was requested at the time of bond issuance for each Special Service Area.

MuniCap, Inc., the Village’s financial consultant for administering the service areas, calculates the Special Tax Requirements for Special Service Areas #6 - 10 and prepares a report pursuant to the corresponding “Rate and Method of Apportionment of the Special Tax” as stated in the bond documents. As shown in the chart below all taxes are well below the maximum tax for each Special Service Area and some are below last year’s levied amounts.

2020 Tax Levy/2021 Tax Bills

		Maximum	Abated	2020 Tax	2019 Tax	Increase/ Decrease
SSA #6	Southwind (SW)	\$2,519.04	\$634.98	\$1,884.06	\$1,917.88	(\$33.82)
SSA #7	Southwind (SW)	\$2,519.04	\$717.94	\$1,801.10	\$1,768.82	\$32.28
SSA #8	Southwind (SW)	\$2,581.18	\$899.74	\$1,681.44	\$1,713.16	(\$31.72)
SSA #8	SW/Townhome	\$1,292.86	\$450.66	\$842.20	\$858.10	(\$15.90)
SSA #9	Wing Pointe (WP)	\$2,567.87	\$799.27	\$1,768.60	\$1,734.50	\$34.10
SSA #9	WP/Townhome	\$1,604.36	\$499.38	\$1,104.98	\$1,083.68	\$21.30
SSA #10	Heritage	\$2,387.17	\$720.49	\$1,666.68	\$1,636.08	\$30.60

Financial Impact

Special Service Areas 5, 11, 12, 13, 14, 15 and 16 are for maintenance of open space and common area in the residential subdivisions. SSA #5 (Southwind) is the only active maintenance SSA levy at this time. An increase over last year's levy in the amount of \$5,000 is being requested for the 2020 SSA #5 levy. This increase will assist in covering the increasing cost of maintenance as well as the request from the subdivision to enhance some of the entryway landscaping. The common area and open space in the other six Special Service Areas are the responsibility of the homeowner's associations in each of the respective neighborhoods, and the SSA's are considered "dormant." The Village would only enact the SSA's if the common area and open space were not being maintained properly.

Legal Analysis

The Village's third party tax advisors have reviewed the proposed ordinances.

Director Haley read the following motions for consideration:

- i. A motion is requested of the Village Board to approve an Ordinance Amending the Special Tax Roll for Special Service Area Number 5 (Southwind Subdivision) **in the amount of \$31,250.00.**
- ii. A motion is requested of the Village Board to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 6 (Southwind Subdivision) in the amount of \$521,441.28 of which \$131,440.86 is hereby abated, **resulting in a Special Tax Requirement of \$390,000.42.**
- iii. A motion is requested of the Village Board to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 7 (Southwind Subdivision) in the amount of \$468,541.44 of which \$133,536.84 is hereby abated, **resulting in a Special Tax Requirement of \$335,004.60.**
- iv. A motion is requested of the Village Board to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 8 (Southwind Subdivision) in the amount of \$569,524.74 of which \$198,523.02 is hereby abated, **resulting in a Special Tax Requirement of \$371,001.72.**

- v. A motion is requested of the Village Board to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 9 (Wing Pointe Subdivision) in the amount of \$1,411,280.37 of which \$439,274.03 is hereby abated **resulting in a Special Tax Requirement of \$972,006.34.**
- vi. A motion is requested of the Village Board to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 10 (Heritage of Huntley Subdivision) in the amount of \$780,604.59 of which \$235,600.23 is hereby abated, **resulting in a Special Tax Requirement of \$545,004.36.**
- vii. A motion is requested of the Village Board to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 11 (Georgian Place Subdivision).
- viii. A motion is requested of the Village Board to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 12 (Northbridge Subdivision).
- ix. A motion is requested of the Village Board to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 13 (Covington Lakes Subdivision).
- x. A motion is requested of the Village Board to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 14 (Lions Chase Subdivision).
- xi. A motion is requested of the Village Board to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 15 (Cider Grove Subdivision).
- xii. A motion is requested of the Village Board to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 16 (Talamore Subdivision).

**A MOTION was made to approve the Ordinances and to direct the Treasurer to file the documents accordingly in the McHenry County Clerk's office.**

**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**

- d) Consideration – Approval of the December 10, 2020 Bill List in the amount of \$793,528.56

Mayor Sass reported that \$347,968.49 (or 43.9%) of the total bill list is attributable to Payout #4 to Schroeder Asphalt for the 2020 Street Improvement Program (\$66,539.57), payment of development impact fees to other taxing bodies (\$120,242.00), Final Sod Bond Refunds to Lennar Homes (\$45,000.00), payment of Invoice 8 to Patrick Engineering Inc. for the Kreutzer Road Phase I project (\$7,206.17), Quarterly Dispatch Services to Seecom (\$91,460.25), and payment to Ruekert & Mielke for the Water System Capacity Analysis Project (\$17,520.50).

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

**A MOTION was made to approve the December 10, 2020 Bill List in the amount of \$793,528.56.**

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

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

Interim Village Manager Armour reported that the current contract between the Village and the Metropolitan Alliance of Police (MAP) expires on December 31, 2020. Village and MAP representatives began negotiating in early fall.

The final draft of the proposed agreement was included in the Village Board’s packet, which was ratified by MAP Chapter #207 on November 20, 2020 and has tentatively been agreed to by the Village’s bargaining team. Final Village Board approval of the agreement is necessary to complete the collective bargaining process. The term of the new agreement is four years, running from January 1, 2021 through December 31, 2024.

Staff Analysis

The following outlines the major economic items agreed to by both parties:

Section 8.11: Specialty Pay	Current	Ratified
Field Training Officer (FTO)	\$4.00/hour	\$4.50/hour
Section 8.12: Longevity Pay	Current	Ratified
ADD Longevity lump sum payment	N/A	\$1,000 at top of range; increase to \$1,500 at year 21
Section 12.4: Bereavement Leave	Current	Ratified
ADD Two days for death of parent, child or spouse	3 days	5 days (if parent, child, or spouse)
Section 14.4: Officer-in-Charge Pay	Current	Ratified
Officer-in-Charge (OIC)	\$4.00/hour	\$4.50/hour
Section 15.3: Costs	Current	Ratified
Tier 2 medical premium co-share	75%/25%	80%/20%

Financial Impact

**CURRENT**

12/31/2020

\$ 62,566
\$ 69,480
\$ 72,953
\$ 76,601
\$ 80,431
\$ 84,453
\$ 88,675
\$ 95,769
\$ 97,685

1/1/2021	2.50%
Start	\$ 64,130
1	\$ 71,216
2	\$ 74,777
3	\$ 78,516
4	\$ 82,442
5	\$ 86,564
6	\$ 90,892
7	\$ 98,164
8	\$ 100,127

1/1/2022	2.50%
Start	\$ 65,734
1	\$ 72,997
2	\$ 76,647
3	\$ 80,479
4	\$ 84,503
5	\$ 88,728
6	\$ 93,165
7	\$ 100,618
8	\$ 102,630

1/1/2023	2.60%
Start	\$ 67,443
1	\$ 74,895
2	\$ 78,640
3	\$ 82,572
4	\$ 86,700
5	\$ 91,035
6	\$ 95,587
7	\$ 103,234
8	\$ 105,299

1/1/2024	2.70%
Start	\$ 69,264
1	\$ 76,917
2	\$ 80,763
3	\$ 84,801
4	\$ 89,041
5	\$ 93,493
6	\$ 98,168
7	\$ 106,021
8	\$ 108,142

The agreement is consistent with assumptions made in the Village's future financial models and the four-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.

Interim Village Manager Armour thanked the MAP Team and Staff for their work on the contract.

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 Leopold**

**SECOND: Trustee Goldman**

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

**NAYS: None**

**ABSENT: None**

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

Chief Porter reported that due to Covid-19, MAP Representatives would not be at this meeting as they have been in the past but read a statement from MAP, Chapter #207 President Brad Kummer:

“On behalf of the Huntley Police Officers, I wanted to convey our gratitude for your continued support. We are grateful to be part of the community that truly supports us, along with the continued trust we have from our Village officials.

In these uncertain times, especially in the Law Enforcement world, backing from the community and the Village does not go unnoticed. We appreciate the open discussions we have been able to have with the Village and the continuation of our mutual commitment to the Village of Huntley.

We are proud to be members of the Huntley Police Department and will continue to do our part to help make Huntley one of the communities. Thank you! Brad Kummer”

- f) Consideration – A Resolution Approving the Village of Huntley Village Board and Advisory Board Meeting Date and Holiday Schedule for 2021

Mayor Sass reported that presented for the Village Board consideration are the proposed 2021 meeting dates and holiday schedule.

The 2021 meeting schedule continues the second and fourth Thursday of the month for the Village Board with no Committee of the Whole meetings unless needed. Village offices will be closed the second and fourth Thursdays in November for Veterans Day and Thanksgiving. The third Thursday of the month, November 18<sup>th</sup>, is being proposed for the Village Board meeting date.

The Historic Preservation Commission start time will remain at 4:00 pm and the Zoning Board of Appeals will continue to meet on an as needed basis.

Once the meeting schedule has been approved by the Village Board the schedule will be published and distributed. If necessary, meetings may be added or cancelled throughout the year, after approving the schedule, with appropriate legal notice.

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

**A MOTION was made approving a Resolution Approving the Village of Huntley Village Board and Advisory Board Meeting Date and Holiday Schedule for 2021, as presented.**

**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**

- g) Consideration – Approval of an Ordinance Abating the Tax Hereto Levied for the Year 2020 to Pay the Principal of and Interest on General Obligation Bonds, Series 2020, of the Village of Huntley, McHenry and Kane Counties, Illinois

Director of Finance Cathy Haley reported that on June 11, 2020 the Village adopted Ordinance Number 2020-06.41 which provided for the issuance of General Obligation Bonds, Series 2020. This issuance was for the refunding of Debt Certificates 2015 and 2017, and the issuance of new monies to cover the cost of the Downtown Offsite Stormwater Improvements for \$1,500,000. The property tax levies necessary to pay these bonds were included in the bond ordinance and the related notification of sale, and filed with each of the County Clerks prior to closing.

#### Staff Analysis

This ordinance will abate this levy in full since other revenue sources have been dedicated to the payment of this debt principal and interest. Revenue from the Wastewater Operating Fund has been dedicated to pay for the refunding of the 2017 Debt Certificate portion of the GO Bonds. Revenue sources dedicated to cover the Downtown TIF 2015 refunding and the new monies include the property tax dollars generated by the TIF increment, a portion of telecommunications tax revenue, a portion of video gaming tax revenue, and transfers from the Water and Wastewater Operating Funds.

#### Legal Analysis

The ordinance was prepared by the Village's bond counsel, Mr. Kyle Harding of Chapman and Cutler LLP.

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

**A MOTION was made to approve an Ordinance Abating the Tax Hereto Levied for the Year 2020 to Pay the Principal of and Interest on General Obligation Bonds, Series 2020, of the Village of Huntley, McHenry and Kane Counties, Illinois.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Leopold**

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

**NAYS: None**

**ABSENT: None**  
**The motion carried: 6-0-0**

- h) Consideration – An Ordinance Approving A Partial Abatement of the Village Portion of Real Estate Taxes Levied for the Year 2020 (Collectable in 2021) on Certain Property (Weber-Stephen, 14100 Weber Drive) Located Within the Village of Huntley

Interim Village Manager Lisa Armour reported that Duke Realty Limited Partnership (Duke) completed construction of a 757,120 square foot light industrial building to serve as the global distribution center for Weber-Stephen Products (Weber) located at 14100 Weber Drive in June, 2015. Since 1996, Weber has occupied approximately 625,000 square feet of space on Oak Creek Parkway behind Jewel/Osco. About 400,000 square feet has been used for distribution operations and the remaining 225,000 square feet was used for manufacturing operations. With the new distribution facility, Weber has converted distribution space on Oak Creek Parkway to manufacturing space.

Staff Analysis

Concurrent with annexation of the property, the Village entered into a Business Development Agreement (BDA) with Duke and Weber-Stephen that included a 50%, 5-year property tax abatement. Duke leases the facility to Weber-Stephen Products under a triple net lease, under the terms of which Weber is obligated to pay the real estate taxes levied against the Property (PIN: 02-16-201-002). The 2016 tax bill, which was payable in 2017, was the first full year of tax assessment for the property.

Tax Year	Percent Abated	Abatement Amount	Village Received
2016, payable in 2017	50%	\$31,745.31	\$31,745.31
2017, payable in 2018	38.5%	\$26,364.66	\$42,114.99
2018, payable in 2019	43%	\$16,139.41	\$21,394.09
2019, payable in 2020	47%	\$27,527.73	\$31,041.92
2020, payable in 2021	50%	\$30,000 (estimated)	\$30,000 (estimated)

Earlier this year as a result of the COVID-19 pandemic and the State’s initial stay at home orders and the impact on employment on the May 1<sup>st</sup> reporting date for job numbers, the Village and Weber agreed to use the job numbers as of March 1, 2020, to determine the aggregate job creation for the distribution and manufacturing facilities. Pursuant to the business development agreement, Weber must have hired and maintained at least 90% of a required 75 full-time and/or full time seasonal Promised Warehousing Jobs, and 725 full-time and/or full-time seasonal Promised Manufacturing Jobs at the two facilities. As reported by Weber, as of March 1, 2020, 168 full-time workers (100 full-time permanent and 68 full-time seasonal) were employed at the global distribution center. Weber employed 1,285 full-time workers (825 full-time permanent employees and 460 full-time seasonal works. As a result, Weber has met the goal for total job numbers and will receive a 50% abatement of the property tax for the 2020 tax bill payable in 2021. This will be the final year of the tax abatement.

In order for the Kane County Clerk to process the Year Five and final abatement, the Village is required to adopt a tax abatement ordinance directing the County Clerk to abate a portion of real estate taxes levied for 2020 and collectable in 2021.

Financial Impact

The estimated value of the amount abated for Year Five is \$30,000, with the Village receiving the

remaining \$30,000. The total estimated amount abated over the five-year period is \$131,777, with the Village receiving \$156,296.

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

Trustee Leopold stated that he has seen a lot a vehicles at their facilities and asked if they exceeded the jobs required. Interim Village Manager Armour reported that they have exceeded job requirements with 168 full-time at the global distribution center (75 full-time required) and 1,285 full-time at the manufacturing plant (725 full-time required).

There were no other comments or questions.

**A MOTION was made to approve an Ordinance Approving A Partial Abatement of the Village Portion of Real Estate Taxes Levied for the Year 2020 (Collectable in 2021) on Certain Property (Weber-Stephen, 14100 Weber Drive) Located Within the Village of Huntley.**

- 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**

- i) Consideration – An Ordinance Approving A Partial Abatement of the Village Portion of Real Estate Taxes Levied for the Year 2020 (Collectable in 2021) on Certain Property (Hiwin Corporation, 12455 Jim Dhamer Dr.) Located Within the Village of Huntley

Interim Village Manager Lisa Armour reported that Hiwin Corporation (Hiwin), a manufacturer of precision machinery components, completed construction of its 117,500 square foot U.S. Corporate headquarters building in the Huntley Corporate Park at 12455 Jim Dhamer Dr. in 2017. Hiwin purchased 15 acres to complete the project and to provide room for future expansion of the business. The Village Board approved Ordinance (O)2015-10.41 on October 8, 2015, approving a Business Development Agreement with Hiwin that provides for a 50%, three-year property tax abatement. The abatement is tied to job creation criteria that must be met by Hiwin during the course of the abatement period. This is the third and final year of the three-year period.

Staff Analysis

The Business Development Agreement provides that Hiwin shall be deemed to have met the employment requirement on December 31, 2017 by employing at least 40 individuals (employment was 57) and each December 31 through the term of the tax abatement period if actual employment is at least 50 jobs in 2018, 60 total jobs in 2019, and 70 total jobs in 2020. Hiwin met the required employment level for 2020 at 77 jobs and shall receive the full 50% abatement for the 2020 tax year payable in 2021.

Tax Year	Percent Abated	Abatement Amount	Village Received
2018, payable in 2019	50%	\$8,932.52	\$8,932.52
2019, payable in 2020	50%	\$8,937.56	\$8,937.56
2020, payable in 2021	50%	\$9,000 (estimated)	\$9,000 (estimated)

In order for the Kane County Clerk to process the abatement, the Village is required to adopt a tax abatement ordinance directing the County Clerk to abate a portion of real estate taxes levied for 2020 and collectable in 2021.

Financial Impact

The estimated value of the amount to be abated is \$9,000, with the Village receiving the remaining \$9,000. The total abated for the first two years was \$17,870.08, with the Village receiving \$17,870.08.

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

**A MOTION was made to approve an Ordinance Approving A Partial Abatement of the Village Portion of Real Estate Taxes Levied for the Year 2020 (Payable in 2021) on Certain Property (Hiwin Corporation, 12455 Jim Dhamer Dr.) Located Within the Village of Huntley.**

**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**

- j) Consideration – A Resolution Approving a Task Order for January 1, 2021 through December 31, 2021 with Advanced Business Networks, Inc. (ABN) for Information Technology Support Services

Interim Village Manager Lisa Armour reported that the Village employs one full-time staff person who serves as the Information Technology Manager. The Village supplements its information technology services through the use of an outside consultant. These services include software, hardware, network infrastructure, network security, telecommunications, and organization-wide information technology needs of the Village. Advanced Business Networks (ABN) of Mundelein has provided assistance to the Village in managing the computer network and associated technology needs for the past several years, including monitoring the system to prevent security breaches. ABN provides similar services to a number of other municipalities in Lake and McHenry Counties.

The Village's IT inventory consists of the following:

Component	Number
Computers and Laptops	132
Servers	21
Police Cars / Mobile Laptops	15
WIFI Access Points	14
Cisco ASA Firewalls	3
Routers	7
Switches	9
Desk Phones	112
APC UPS Systems	7
Apple iPads	21
Apple iPhones	51
Printers, Copiers and Fax Machines	30

### Staff Analysis

Last year the Village Board approved a Master Contract with ABN that formalized the service arrangement between the Village and ABN. The initial contract ran from January 1, 2020 through December 31, 2020. The contract will automatically renew for additional one-year periods and coincide with the fiscal year of the Village upon the same terms and conditions as set forth in the contract, with exception of the billing arrangements identified in the annual Task Order, which is supplemental to the Master Contract. The Village has the option and the right, upon 14 days written notice to the other party, to terminate and revoke the contract at any time and for any reason. ABN has the option and right, upon 45 days written notice to the Village, to terminate and revoke the contract at any time for any reason. ABN has been an invaluable partner to the Village and wishes to extend the master contract for 2021.

### Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Promote Innovation through Technology* as a priority, and “continue to balance and evaluate the use of full-time, part-time, and contractual arrangements to provide services to Village residents” as an objective.

### Financial Impact

ABN provides a 20% discount by purchasing blocks of pre-paid project hours over 300 hours and a 33% discount by purchasing special project hours (“day blocks”) (on-site personnel of employees dedicated to the Village per week at 8 hours per day). The number of day blocks has been increased from two days (16 hours per week) to three days (24 days per week) for 2021 to address increased technology service requirements for all departments. ABN is providing an additional discount for the added day of service and will bill \$10,000 on a monthly basis for the day blocks rather than requiring pre-payment for these hours. Project and special hours do not have an expiration date. These costs are spread across all departments and the total amount budgeted for in FY21 is \$42,000 for project hours (to be purchased at a later date) and \$120,000 for day blocks (billed monthly rather than pre-purchased as in previous years).

### Legal Analysis

The Village Attorney reviewed the master contract at the time of adoption in 2019.

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 Task Order for January 1, 2021 through December 31, 2021 with Advanced Business Networks, Inc. (ABN) for Information Technology Support 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 Approving the Purchase of Road Rock Salt from Cargill Inc. Salt Division through the State of Illinois Department of Central Management Services (CMS) Joint Purchasing Procurement Program

Director of Public Works and Engineering Timothy Farrell reported that the Village has received

notification from the Department of Central Management Services (CMS) for participation in the 2020-2021 Bulk Rock Salt Joint Purchasing Contract, BidBuy CMS Contract #21-416CMS-BOSS4-P-20911.

Staff Analysis

The Village routinely purchases rock salt through the State of Illinois CMS Joint Purchasing Program. On an annual basis, CMS competitively bids rock salt purchases that secure more effective pricing than agencies individually purchasing rock salt on the open market due to economies of scale.

The FY2021 bulk rock salt contract from the CMS joint bid is with Cargill Inc. Salt Division at a bid price of \$46.81 per ton. This represents a decrease of \$28.60 (38%) from the unit price last season of \$75.41 per ton. The contract allows for the purchase of a range of 80% - 120% of the purchase commitment quantity. The Village commitment would be 3,000 tons of rock salt. With a maximum purchase amount of 3,600 tons, the maximum total cost is approximately \$168,500.

Financial Impact

The FY21 budget includes \$200,000 in the General Fund, line item 100-60-61-7215 for snow and ice materials. Due to the lower contract unit price, this represents a decrease of \$75,000 from the FY20 budget for this item.

Legal Analysis

The State of Illinois Department of Central Management Services (CMS) Joint Purchasing Procurement Program meets bid requirements.

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

Trustee Westberg asked if the Village's supply is depleted, what the price change would be. Director Farrell stated that the Village could work with the company but he does not foresee a price change.

Trustee Piwko asked if everything is ready for the possible upcoming snow event; Director Farrell stated that Staff is ready.

There were no other comments or questions.

**A MOTION was made to approve a Resolution Approving the Purchase of Road Rock Salt from Cargill, Inc, Salt Division through the State of Illinois Department of Central Management Services (CMS) Joint Purchasing Procurement Program.**

**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**

- 1) Consideration – Approval of Payout Request No. 1 (Final) to Alliance Contractors, Inc. for the Brier Hill Road Culvert Replacement in the amount of \$120,427.66

Director of Public Works and Engineering Timothy Farrell reported that on September 9, 2020, the Village received bids from seven contractors for the Brier Hill Road Culvert Replacement. On

September 24, 2020, the Village Board approved a Bid Award to Alliance Contractors, Inc. in the bid amount of \$121,534.00.

Alliance Contractors, Inc. has submitted the first and final payout request for the Brier Hill Road Culvert Replacement. Village staff has reviewed the request and all is in order for approval of payout request No. 1 (Final).

Staff Analysis

Pay Request	Total Completed Work	Retainage	Previous Payments	Amount Requested
#1 (Final)	\$120,427.66	\$0.00	\$0.00	\$120,427.66

Financial Impact

The Brier Hill Culvert Replacement Project was not expected and therefore not identified in the FY20 Budget. However, due to favorable project bids, mainly from the Street Improvement Program, there is adequate fund balance available in the FY20 Street Improvement and Roads & Bridges Fund, 420-00-00-8001.

Legal Analysis

Final waiver of lien and certified payrolls have been provided.

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 and Final to Alliance Contractors, Inc. in the amount of \$120,427.66 for the work completed under the Brier Hill Road Culvert Replacement.**

**MOTION: Trustee Hoeft**

**SECOND: Trustee Goldman**

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

**NAYS: None**

**ABSENT: None**

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

- m) Consideration – Approval of Payout Request No. 1 to Municipal Well & Pump for the Well No. 8 Pump Rehabilitation Project in the amount of \$13,943.00

Director of Public Works and Engineering Timothy Farrell reported that on Thursday, January 30, 2020 the Village received bids from three (3) contractors for the Well No. 8 Rehabilitation project. Well No. 8 is located within the Southwind subdivision at the northeast corner of Bedford Dr. and Marvin Dr. On February 13, 2020, the Village Board approved a resolution awarding a contract to Municipal Well & Pump, the lowest responsible bidder, in the amount of \$127,213.00 to perform rehabilitation work on the Well No. 8 pumping equipment. The project was scheduled to start in March 2020 but was delayed due to the uncertainty of COVID-19.

Municipal Well & Pump has submitted the first payout request for the Well No. 8 Pump Rehabilitation project. Village staff has reviewed the request and all is in order for approval of the payout request No. 1.

Staff Analysis

Pay Request	Total Completed Work	Retainage	Previous Payments	Amount Requested
#1	\$13,943.00	\$0.00	\$0.00	\$13,943.00

Financial Impact

The FY20 Budget includes \$140,000 in the Water Capital Improvement and Equipment Replacement Fund, 515-00-00-8004, for this work.

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 to Municipal Well & Pump in the amount of \$13,943.00 for the work completed under the Well No. 8 Rehabilitation project.**

**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**

**VILLAGE ATTORNEY'S REPORT:** None

**VILLAGE MANAGER'S REPORT:**

Trustee Leopold asked who is responsible to pay for the damage to the Kreutzer Road bridge repair due to the accident. Director Farrell reported that the person's insurance company pays for the repair.

Interim Village Manager Armour reported that the December 17<sup>th</sup> meeting will be the final Board Meeting for the year.

**VILLAGE PRESIDENT'S REPORT:** None

**UNFINISHED BUSINESS:**

Trustee Kanakaris stated that he would like the \$500 per machine gaming fees waived for 2021 as the machines have been turned off by the State. Trustee Leopold stated that he would consider pro-rating the fee for the time the machines were turned off. A question was asked if the \$500 fee is paid by the business or the terminal operator; Interim Village Manager Armour reported that the business pays the \$500 per machine fee and the terminal operator pays the \$1,000 location fee. Trustee Goldman stated that she would support the pro-ration of fees. Trustee Kanakaris stated that Woodstock has done a lot for their bars and wants the fees waived, not pro-rated. Interim Village Manager Armour stated that this would be the decision of the Village Board at next Thursday's Village Board meeting when the video gaming renewals are on the agenda.

**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 8:09 p.m.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Kanakaris**

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

Respectfully submitted,

Barbara Read  
Recording Secretary