

**VILLAGE OF HUNTLEY
VILLAGE BOARD
January 28, 2021
MEETING MINUTES**

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, January 28, 2021 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, Deputy Village Manager Lisa Armour, Management Assistant Barbara Read, Director of Development Services Charles Nordman, Director of Public Works and Engineering Timothy Farrell, Chief Robert Porter, 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.

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.

SPECIAL RECOGNITION:

a) Life Saving Award: Officer Brock Larkin

Chief Porter recognized Officer Brock Larkin for the rescue of a resident and her dog from a burning building. Chief Porter also mentioned that Officer Larkin rescued another resident just this week from an apartment on fire. Chief Porter presented Officer Larkin with a Life Saving medal. Officer Larkin thanked Chief Porter.

b) Introduction of New Officer: Officer Christopher Florine

Chief Porter introduced Officer Christopher Florine to the Village Board and reported that Officer Florine was at the Police Academy when Covid-19 broke out so his training took longer than anticipated. Officer Florine has also successfully completed his field training. Officer Florine thanked the Village and stated that he is excited to begin his long career with the Huntley Police Department.

c) Fox Valley Realtors Recognition – The 100th Anniversary of the Realtor[®] Association of the Fox Valley

Mayor Sass read the following recognition:

WHEREAS, the Aurora Real Estate Board was chartered on January 13, 1921.

WHEREAS, the Elgin Real Estate Board was chartered on January 17, 1924.

WHEREAS, the Fox Valley Board of REALTORS[®] was chartered on May 9, 1946.

WHEREAS, the Tri-County Board of REALTORS[®] was chartered on November 15, 1960.

WHEREAS, the Greater Aurora Association of REALTORS[®] and the Tri-County Board of REALTORS[®] merged to form the Aurora Tri-County Association of REALTORS[®] on May 5, 2000.

WHEREAS, the Elgin Area Association of REALTORS[®] and the Fox Valley Association of REALTORS[®] merged to form the REALTOR[®] Association of the Fox Valley on November 8, 2001.

WHEREAS, the REALTOR[®] Association of the Fox Valley and the Aurora Tri-County Association of REALTORS[®] merged on May 18, 2010, retaining the name the REALTOR[®] Association of the Fox Valley.

WHEREAS, the REALTOR[®] Association of the Fox Valley (and its predecessor entities) has been serving its members and the citizens of Cook, Kane, Kendall, and DeKalb counties in the State of Illinois; and working to enhance professionalism in the real estate industry since its inception.

WHEREAS, the REALTOR[®] Association of the Fox Valley has been a longtime, ardent advocate, working with government officials at the local, state and national levels, to promote and protect private property rights.

WHEREAS, the REALTOR[®] Association of the Fox Valley cultivates relationships with local businesses and is actively engaged in the economies of all the communities in which its REALTOR[®] and Business Partner members operate.

WHEREAS, the REALTOR[®] Association of the Fox Valley and its REALTOR[®] and Business Partner members serve the citizens and stimulate the improvement of the aforementioned communities.

NOW, THEREFORE, on behalf of the Village Board of Trustees, I, Charles Sass, Village President of the Village of Huntley, do hereby acknowledge January 13, 2021, as THE 100TH ANNIVERSARY OF THE REALTOR[®] ASSOCIATION OF THE FOX VALLEY.

Mr. Miguel Fernandez from the Fox Valley Board of Realtors thanked the Village for the acknowledgement. Mayor Sass presented Mr. Fernandez with the Certificate.

PUBLIC COMMENTS: None

ITEMS FOR DISCUSSION AND CONSIDERATION:

a) Consideration – Approval of the January 14, 2021 Village Board Meeting Minutes

Mayor Sass reported that everyone was in attendance at this 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 January 14, 2021 Village Board Meeting Minutes.

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

b) Consideration – Approval of the January 28, 2021 Bill List in the amount of \$700,642.11

Mayor Sass reported that the following regarding the Bill List:

- FY20 Budget expenditures total \$164,373.07.
- FY21 Budget expenditures total \$536,269.04.
- \$459,611.00, or 65.6% is the sum of liability insurance premium, renewal of crime lab services, and budgeted project expenditures.
- \$401,013.00, payment to IRMA for the 2021 Liability Insurance Premium.
- \$21,510, payment to Municipal Well & Pump for the Well#8 Rehabilitation.
- \$37,088.00, payment to NE IL Regional Crime Lab for 2021 Crime Lab Services Renewal.

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

A MOTION was made to approve the January 28, 2021 Bill List in the amount of \$700,642.11.

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

c) Consideration – Consideration – An Ordinance Approving (i) Amending a Final Planned Unit Development, including any necessary relief; and (ii) Approving a Special Use Permit for Outside Storage of Vehicles for Chase Carriers, 11804 Route 47

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that in June 2004, the Village Board approved an Ordinance rezoning the property located at 11804 Route 47 from “B2” Highway Service District to “M-PUD” Manufacturing District Planned Unit Development and also approved a Special Use Permit to Manning Concrete to operate a contractor’s storage yard. Over the years, many various tenants have leased space in the building, and the outdoor area continued to be used as a contractor’s storage yard and truck parking.

In April 2016, the Village Board approved a text amendment to the Zoning Ordinance in order to permit veterinary hospitals as a special use within the “M” zoning district. The petition also approved a Special Use Permit for Huntley Animal Care to lease the ±2,250 square foot first floor tenant space in the Manning Concrete facility.

Today, MAL Property Holdings LLC is proposing to purchase the former Manning Concrete property located at 11804 Route 47, and to move their Skokie-based trucking company, Chase Carriers, to the site. Director Nordman reported that they are changing their name to Butaci’s Trucking. Butaci’s Trucking/Chase Carriers will have six full-time office employees working at the Huntley location. The buildings will remain unchanged; however, they will clean up the parking lot (removing construction materials and other debris) and propose to pave and stripe the lot within one year. The veterinary clinic, two smaller trucking companies, and a snow removal service will remain as tenants of the buildings.

Staff Analysis

The existing facility is zoned “M” Manufacturing which allows a trucking company as a permitted use. Butaci’s Trucking/Chase Carriers has explained that their trucks and semi-trailers are on the road most of the week to deliver goods across the country. They anticipate that one – two trucks may leave the site every four - five hours. Due to the nature of the business, it may become necessary to temporarily store trucks/semi-trailers in the lot while waiting for repairs. The petitioner is proposing to stripe 50 truck parking spaces along the east side of the site for use by Butaci’s Trucking/Chase Carriers and the other tenants. The outside storage of vehicles requires the approval of a Special Use Permit.

Parking and Tenant Analysis

Five tenant spaces encompass the property (fully leased with the addition of Butaci’s Trucking/Chase Carriers). This includes the 2,759 SF block building on the north side, and the 23,728 SF main structure. The tenant spaces include: the 2,759 SF Snow Removal Services in the north building; and 2,250 SF Huntley Animal Care; 3,000 SF Stron Logistics; 1,400 SF Sanchez Trucking; and the remaining 17,078 SF for Butaci’s Trucking/Chase Carriers. The following chart reviews the required parking for tenants.

Required Parking

Tenant	SF of Tenant Space	Required Space/1000 SF	Required Spaces	Spaces Provided Regular/Handicap	Truck Parking Provided
Snow Removal Services	2,759	1/1000	3	3	N/A
Huntley Animal Clinic	2,250	5/1000	12	15 (inc.2 HC)	N/A
Stron Logistics	3,000	2/1000	6	6	15
Sanchez Trucking	1,400	1/1000	2	3	5
Butaci’s Trucking	17,078	1/1000	18	18	30
Total			41 (inc.2 HC)	45 (inc.2 HC)	50

The site plan indicates there will be 45 regular parking spaces, including two handicap spaces. This exceeds the required parking by four spaces. In addition to the regular parking, the petitioner is

planning to stripe 50 truck parking spaces along the east side of the site. This area will provide for truck parking for the three logistics companies.

The Zoning Ordinance requires that parking lots be paved and striped per Section 156.106 (C)(5)(10) which specifically requires that all open off-street parking areas shall be improved with a compacted gravel base and an impervious all weather, durable and dustless surface which meets applicable Village ordinances. Currently, the only area of the site which is paved is the parking area assigned to Huntley Animal Care. The remainder of the project site is covered with compacted gravel. The petitioner has stated they will pave the entire site; however, they are requesting that they be allowed one year to complete the paving and striping.

Plan Commission Recommendation

The Plan Commission reviewed the petitioner's request on January 11, 2021. One member of the public offered her concerns regarding noise from trucks. The Plan Commission recommended approval of the petition by a vote of 7 to 0, subject to the following conditions:

1. In accordance with the approved site plan, not more than fifty (50) trucks/semi-trailers shall be parked on the site at any one time. An amendment to the special use permit shall be required to exceed fifty (50) truck/semi-trailer parking spaces.
2. The parking of trucks and semi-trailers shall only occur in designated spaces as indicated on the approved site plan.
3. MAL Property/Butaci's Trucking/Chase Carriers shall be issued a temporary certificate of occupancy until such time that the required paving and striping of the entire gravel parking lot and the truck storage lot/parking areas are complete. The temporary certificate of occupancy shall expire on February 1, 2022.
4. Failure to complete the required paving and striping of the parking lot and truck parking area by February 1, 2022 shall be a violation of the special use permit conditions and shall constitute grounds for revocation of the special use permit.
5. No Dean Street access is allowed from the site. All access shall be on Route 47. The petitioner shall properly block the Dean Street entrance.
6. The property maintenance violations related to the vacant 632 SF block building along Dean Street shall be addressed within 90 days of approval of the special use permit.
7. No building construction permits, plans, or Certificates of Occupancy are approved as part of the special use permit.

Director Nordman reported that representatives from the petition were in attendance to answer questions.

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

Trustee Kanakaris asked if they would be have running refrigerated trailers parked overnight. Mr. Butaci stated that he did not anticipate loaded refrigerated trailers being parked overnight but could not say for certain. Trustee Kanakaris stated that the conditions of approval should not allow this so they do not interfere with nearby residents. Mr. Butaci stated that there are two (2) acres of open land as a buffer to nearby properties. Mayor Sass suggested that if they have running refrigerated trailers, they park them on the west side of the property. Mr. Butaci agreed. Director Nordman will add this to the Conditions of Approval.

There were no other comments or questions.

A MOTION was made to approve an Ordinance Approving of (i) Amending the Final Planned Unit Development, including any necessary relief; and (ii) a Special Use Permit for Outside Storage of Vehicles, Butaci's Trucking/Chase Carriers; 11804 Route 47.

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

- d) Consideration – An Ordinance Approving a Grant of Easement and Plat of Vacation for Lot 1 of the Manke's Subdivision (Thorntons Gas Station)

Director of Development Services Charles Nordman reported that the Manke's Subdivision was approved by the Village Board on July 3, 2019 and the plat subsequently recorded on October 15, 2019 as Document No. 2019R0034536 with the McHenry County Recorder.

This subdivision is a two-lot subdivision created for the development of the Thorntons Service Station and a future car wash. This plat contained several utility easements for the engineered locations of the watermain and sanitary sewer.

During the construction of the site it was discovered that the underground utilities were not in their anticipated locations. This resulted in design and field changes for the rerouting of public water mains and sanitary sewer to service the two new sites. These changes relocated the underground utilities outside of the recorded easements.

A Grant of Easement and Plat of Vacation has been prepared to establish new Municipal Utility Easements over the as-constructed utilities and to vacate the easements that are no longer necessary.

Before the easement goes into effect, it must be approved by the Village Board, signed by the Village President and recorded with McHenry County.

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

A MOTION was made to approve an Ordinance Accepting the Grant of Easement and Plat of Vacation for Manke's Subdivision.

MOTION: Trustee Hoeft

SECOND: Trustee Westberg

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

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- e) Consideration – A Resolution Approving the Purchase of a Stepp SPHD 2.0 Asphalt Hot Pack Dump Trailer from Bonnell Industries, Inc. through the National Cooperative Purchasing Alliance in the amount of \$38,941.00

Director of Public Works and Engineering Timothy Farrell reported that the FY21 budget includes funding for the purchase of a fully equipped Hot Patcher. This equipment will replace Vehicle 1660, a 2001 F450 dump truck that has reached the end of its useful life. Staff has included a surplus resolution for Vehicle 1660 for Village Board consideration. The vehicle will be sold at auction upon delivery of the new vehicle.

Staff Analysis

Currently, the Streets Division uses older (rolled down) Super Duty trucks for the pot hole patching program. The truck currently used was retired from the fleet in 2013. Trucks that could be rolled down in the future are past useful life cycles and typically require major repairs. A hot patcher is much more efficient and results in a better quality and longer lasting pothole repair. The hot patcher can also be used to keep hot asphalt hot for longer duration jobs, such as grind and overlay patching, which is being done more frequently.

Staff has received a proposal in the amount of \$38,941.00 for the purchase of a Stepp SPHD 2.0 Asphalt Hot Pack Dump Trailer from Bonnell Industries, Inc. through the National Cooperative Purchasing Alliance (NCPA). It is proposed that the Village purchase the Hot Patcher from Bonnell Industries, Inc., which the Village has been doing business with for more than 20 years.

Financial Impact

The FY21 Budget includes \$42,000 for the purchase of a Hot Patcher in the Capital Projects and Improvement Fund, 400-00-00-8121.

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

A MOTION was made to approve a Resolution Approving the Purchase of a Stepp SPHD 2.0 Asphalt Hot Pack Dump Trailer from Bonnell Industries, Inc. through the National Cooperative Purchasing Alliance in the amount of \$38,941.

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 Declaring Surplus Property and Granting Approval of the Sale and/or Disposal of Village-Owned Property

Director of Public Works and Engineering Timothy Farrell reported that one of the vehicles authorized in the FY21 budget for the Public Works and Engineering Department was just approved. Therefore, approval is also needed to declare a vehicle being eliminated from the fleet as surplus property and to dispose of the vehicle.

Staff Analysis

Staff is requesting approval to declare the vehicle below as surplus and to sell or dispose of the vehicle. The vehicle was retired from the fleet in 2013 and has reached the end of its useful life with the Village.

Vehicle #	Vehicle Year	Item Description	VIN#
1660	2001	F450	1FDXF47F31EC24331

The vehicles will be sold in accordance with the Village vehicle replacement policy through an online auction company that specializes in the sale of public surplus items.

Financial Impact

Revenue generated from the sales will go into the Equipment Replacement Fund.

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

A MOTION was made to approve a Resolution Declaring Surplus Property and Granting Approval of the Sale and/or Disposal of Village-Owned Property.

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

- g) Consideration – A Resolution Authorizing a Professional Services Agreement with Christopher B. Burke Engineering, LTD in an Amount Not to Exceed \$59,000 for Design Engineering Services for Water Main Replacement

Director of Public Works and Engineering Timothy Farrell reported that the FY21 Budget includes funding for Water Main Replacement Design Engineering. A proposal was received from Christopher B. Burke Engineering, LTD, (CBBEL) for the following work to be completed in conjunction with the IL Route 47 watermain replacement project between Main Street to the north and Mill Street to the south: replacement of the existing 8-inch water main along Dean Street between Mill Street to the north and Martin Drive to the south; extension of the 12-inch water main on Mill Street to east of the railroad crossing; and new services to connect to the 12-inch water main on Mill Street between IL Route 47 to Dean Street. On October 22, 2020, the Village Board authorized funding to complete survey work for these locations, as well as the design engineering for the replacement of the existing 12-inch water main along IL Route 47.

Staff Analysis

Over the past several years, there have been numerous water main breaks on Mill Street and Dean Street as a result of deteriorating and aging pipe. Most recently between the 4-week period of August 22, 2020 and September 17, 2020 there were a total of six isolated incidents of water main breaks on this section of water main. These main breaks cause service disruptions for residents, consume staff resources, result in water loss, are costly to repair and are likely to continue unless the pipe is replaced with new pipe meeting current material and construction standards.

Strategic Plan Priority

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

Financial Impact

The FY21 Budget includes \$2,100,000 in the Water Capital Improvement and Equipment Fund, 515-00-00-8004 for Water Main Replacement Projects.

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 Christopher B. Burke Engineering, LTD in an Amount Not to Exceed \$59,000 for Design Engineering Services for Water Main Replacement.

MOTION: Trustee Hoefft

SECOND: Trustee Kanakaris

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

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- h) Consideration – Approval of Payout Request No. 3 to Municipal Well & Pump for the Well No. 8 Pump Rehabilitation Project in the amount of \$30,630.00

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 third 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. 3.

Staff Analysis

Pay Request	Total Completed Work	Retainage	Previous Payments	Amount Requested
#1	\$13,943.00	\$0.00	\$0.00	\$13,943.00
#2	\$35,453.00	\$0.00	\$13,943.00	\$21,510.00
#3	\$66,083.00	\$0.00	\$35,453.00	\$30,630.00

Financial Impact

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

Legal Analysis

Partial 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. 3 to Municipal Well & Pump in the amount of \$30,630.00 for work completed under the Well No. 8 Rehabilitation project.

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

- i) Consideration – A Resolution Approving a Temporary Use Permit to hold an Outside Event on Village Property and Temporary Sign Request for Huntley 158 Education Foundation and Village of Huntley; Huntley Hootenanny Glow 5k/September 11, 2021

Special Events Manager Barbara Read reported that the 2020 Huntley 158 Education Foundation Hootenanny Glow 5k Run/Walk event originally was planned to be held on Saturday, September 12th in the downtown. Due to the pandemic, the event was held virtually from September 12 – 20 with 700 people registering. With the hope that large events will be able to take place in 2021, the Foundation would like to start planning and coordinating for the 2021 event, which is proposed to take place on September 11, 2021 (rain date: September 18, 2021).

The Education Foundation raises money to fund educational programs and projects to enhance the learning experiences of School District 158 students by providing grants to District 158 educators. In addition to the educator grants, the Foundation awards yearly scholarships to students going into college or trade schools.

The 2021 event will include the following:

- A 5k Fun Run/Walk beginning and ending at the Town Square. Registration and check-in will begin at 5:00 p.m. with the 5k beginning at 7:15 p.m. and walk immediately following. Participants will be encouraged to dress in their best “glow” attire.
- Homes and businesses along the route will be invited to make their house/business the “glowiest”.
- An after event party will take place on the Square which will include food vendors, a DJ, picture opportunities, booths and games for kids. The event will conclude around 9:00 p.m.

The Foundation is also requesting to post banners or yard signs on Village rights-of-way two weeks prior to the event in the locations listed on the attached map.

Huntley 158 Education Foundation acknowledges that some sites may not be under the Village’s jurisdiction and others may not be feasible in the noted location. If any of these sites are not feasible, the Foundation may request permission for other sites with the approval of the Village Manager. ***No signs will be posted on private property without prior authorization of the property owner.***

Directional Signage will be installed the day of the event in locations near or around the Square to assist those coming to the event.

The Village of Huntley Zoning Ordinance allows for the issuance of a temporary use permit for temporary signs as follows:

- 1) Not to exceed 30 days,
- 2) Maximum size of 50 square feet and no more than 8 feet above ground,
- 3) Not to be displayed on a fence or tree,
- 4) Not located in the Village rights-of-way;

therefore a variation from the Sign Ordinance will need to be granted to display signs within the Village rights-of-way.

Staff Analysis

Again, careful consideration will be given to all safety issues as well as parking and street closures as this event will take place in the evening.

Due to the volume of participants, Staff is requesting the following street closures during the entire event:

- Coral Street from Church Street to Woodstock Street
- Church Street from Main Street to 1st Street
- Main Street from Church Street to Woodstock Street

Certain streets will be required to be closed only during the 5k:

- Church Street from 1st Street to Algonquin Road
- Main Street from Ruth to Church Street

The 2019 event included volunteers from the Algonquin and Lake in the Hills Police Explorers. These groups and the Huntley Citizen Police Academy Alumni Association will be contacted to staff the intersections for safe passage of participants along the path and for traffic control. The Education Foundation will provide volunteers for all the other positions needed.

It is anticipated that the Huntley High School's theatre lighting coordinator will set up lighting to make the gazebo and other areas of the Town Square glow for this event with special lighting and illuminations. However, the area around the Veteran's Memorial will not be included in the transformation.

Should health concerns regarding Covid-19 still be in existence, the event would be held virtually with participants running/walking a 5k in their own neighborhoods at their own time.

Financial Impact

The D158 Education Foundation will reimburse the Village for Police and Public Works assistance needed during this event.

Legal Analysis

Participants will be required to sign a waiver that has been reviewed by Village and D158 attorneys.

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 Temporary Use Permit to hold an Outside Event on Village Property and Temporary Sign Request for Huntley 158 Education Foundation and Village of Huntley; Huntley Hootenanny Glow 5k / September 11, 2021 (rain date 9/18/21).

MOTION: Trustee Piwko

SECOND: Trustee Leopold

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

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- j) Consideration – Authorization to Proceed with the Implementation of the 2021 Special Events

Special Events Manager Barbara Read reported that should the State allow for large gatherings and events, Staff is preparing for the 2021 Farmers Market and other special events sponsored or coordinated by the Village. Staff is requesting Village Board approval for the attached list of special events.

Staff Analysis

Upon Village Board approval of the proposed special events for 2021, Staff will coordinate a meeting with the downtown businesses and organizations to share event information and encourage their participation in the events taking place in the downtown.

2020 Special Events Recap

While very few of the planned events took place in 2020, some things were changed or added so that the residents still had options for fun:

- ✓ The weekly Farmers Market was deemed an essential business and followed strict guidelines from the State. The community showed great support for the family farms and small businesses.
- ✓ Independence Day Fireworks Show was moved to September 5 as a drive-in only event. Mad Bomber adjusted the show to include much larger shells as there was a greater distance from the launch area to the vehicles, and with hopes that more people could enjoy the show from other areas around town. Over 250 cars came to Deicke Park to watch the show and Staff received a lot of positive feedback that the fireworks show was seen from many places around Huntley.
- ✓ The Movie in the Park scheduled for July 31 at Parisek Park (Beauty and the Beast) was moved to Tomaso Park so that it could be a drive-in movie. We then moved the second movie planned (Grease) that was to be shown at the Square on September 4 to the Union Special parking lot and then added another drive-in movie there on October 2 (Ghostbusters). This was a great location and also helped Sew Hop'd and the food truck(s) they brought to the site.
- ✓ Bike Huntley was held as a self-guided bike ride with participants offering three (3) different routes. 110 people registered for the event and received a swag bag with a t-shirt (sponsored by CBBEL), a card from Culver's of Huntley for a free scoop of custard, water and snacks.
- ✓ The D158 Education Foundation Hootenanny Glow 5k was held as a virtual event with participants doing the 5k in their own neighborhoods from September 11-18. Approximately 700 registered for the event and received a swag bag with a t-shirt and goodies.
- ✓ The Village's Fall Harvest Fest on October 24 was changed to an allowed mini zoo held in the Sew Hop'd parking lot so that it could be spread out. The mini zoo included a petting zoo, 6-wheel pony ride and some exotic animals. There was a food truck on site.

- ✓ Very Merry Huntley was held as a one-day event with everything being outside on Coral Street and the Town Square. It included: Tree Decorating Contest Voting (over \$500 was collected and donated to the Grafton Food Pantry); Live Reindeer; Shop and Dine Ornament Hunt; Letters to Santa Drop Off Box (Staff answered approximately 40 letters on behalf of Santa to those with return addresses); Marine Corps Reserve Toys for Tots Collection; Kids Tent (kids received a free craft-to-go); Shop Huntley for the Holidays Goodie Bags were distributed to the first 100 families; Morkes Chocolates had a tent outside the store with honey-roasted nuts, hot chocolate, etc. The Village also sponsored a Holiday Home and Business Decorating Contest and published the list of participating sites for residents to enjoy.

Financial Impact

Expenses for the Farmers Market come from line item 100-10-00-6353; \$9,700 has been budgeted for the 2021 Farmers Market. The weekly market will be held each Saturday from May 29 through October 9. The indoor market is held the second Saturday of each month November through May.

Expenses for the other Village sponsored special events come from line item 100-10-00-6352; \$55,000 has been budgeted for:

- Green & Clean Huntley Day
- Ladies Night Out on the Square (May and December)
- Concerts in the Square (increased to 7 concerts in 2021)
- Family Fun Day at the Farmers Market
- Independence Day Fireworks (\$25,000)
- 1st Friday Nights
- Bike Huntley
- Fall Harvest Fest
- A Very Merry Huntley
- And other special events (see attached)

Staff will reach out to Huntley businesses and organizations to help sponsor events to offset costs. In 2019, Huntley businesses donated \$9,323 towards concerts and special events.

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

A MOTION was made to authorize the implementation of the 2021 Village of Huntley Special Events and approval of the non-Village sponsored events.

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

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT:

Trustee Westberg asked if Staff could reach out to the State regarding the bad shape of Route 47. Director Farrell stated that Staff has reached out but the State has been slow to respond. Village Manager Johnson stated that Staff will continue to follow up.

VILLAGE PRESIDENT'S REPORT:

Mayor Sass reported that a Zoom McCOG meeting was held and both the Legislative and Transportation Agendas were approved.

UNFINISHED BUSINESS:

Trustee Goldman complimented the Public Works Staff on their snow removal program. Director Farrell thanked Trustee Goldman and stated that he will pass her message on to his Staff.

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 7:43 p.m.

MOTION: Trustee Piwko

SECOND: Trustee Kanakaris

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary