

**VILLAGE OF HUNTLEY  
VILLAGE BOARD  
April 22, 2021  
MEETING MINUTES**

**CALL TO ORDER:**

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, April 22, 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, Chief Robert Porter, Deputy Chief Todd Fulton, Director of Public Works and Engineering Timothy Farrell, Special Counsel Betsy Gates-Alford, and Village Attorney John Cowlin.

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

**SPECIAL PRESENTATION:**

- a) Arbor Day Proclamation

Mayor Sass read the following proclamation:

National Arbor Day  
April 30, 2021

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life giving oxygen, and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees in our Village increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal;

THEREFORE, BE IT RESOLVED that I, Charles H. Sass, Mayor of the Village of Huntley declare April 30, 2021, as Arbor Day in the Village of Huntley, and I urge all citizens to celebrate Arbor

Day and support efforts to protect trees and woodlands, and participate in Huntley's Arbor Day Tree Planting on April 23<sup>rd</sup> and Green & Clean Huntley Day on April 24, 2021.

**PUBLIC COMMENTS:**

Michelle Reyes, 10755 Cape Cod Lane, stated that she lived in the townhouses behind Topsy's and that she has no issues with noise or anything that goes on with the business.

Sal Pulido, 10710 Rushmore Lane, stated that he lives about 1.5 blocks away from Topsy's and it is a nice friendly family place to go. Mr. Pulido said that he has gone there at night and he does not hear noise from the business.

Joe DeFrancisco, 4721 Bordeaux, stated that he was the brother of Topsy's owner Gino DeFrancisco and was speaking on behalf of his brother and his business partner. Mr. DeFrancisco read a statement about the business and stated that he has been there when the DJ was playing and it could not be heard outside. He spoke about being there when the Police have arrived. Mr. DeFrancisco asked that his brother and partner be given the opportunity to work out the bugs of running a first-time business.

**ITEMS FOR DISCUSSION AND CONSIDERATION:**

- a) Consideration – Approval of the March 11, 2021 Village Board, March 25, 2021 Liquor Commission, March 25, 2021 Village Board, and the April 8, 2021 Village Board Meeting Minutes

Mayor Sass reported that Trustee Kanakaris was absent from the March 25<sup>th</sup> Liquor Commission Hearing, March 25<sup>th</sup> Village Board Meeting, and the April 8<sup>th</sup> Village Board 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 March 11, 2021 Village Board Meeting Minutes.**

**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**

**A MOTION was made to approve the March 25, 2021 Liquor Commission, March 25, 2021 Village Board, and the April 8, 2021 Village Board Meeting Minutes.**

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

b) Consideration – Approval of the April 22, 2021 Bill List in the amount of \$333,989.21

Mayor Sass reported that \$152,505.38, or 45.7% of the Bills List total is allocated to the sum of debt service due for the 2020 General Obligation Bonds, and budgeted project expenditures.

- o \$91,200.00, payment to Amalgamated Bank of Chicago for the Interest payment on the 2020 General Obligation Bonds.
- o \$61,305.38, payment to Patrick Engineering Inc. for invoices 10 & 11 for Engineering Services for the Kreutzer Road Phase I Project.

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

**A MOTION was made to approve the April 22, 2021 Bill List in the amount of \$333,989.21.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Goldman**

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

**NAYS: None**

**ABSENT: None**

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

c) Consideration – An Ordinance Approving a Simplified Residential Zoning Variance for Rear Yard Building Setback Relief in the “SF-2 PDD” Garden Residential- Planned Development District, 14097 Sundance Drive

Village Manager David Johnson reported that the petitioner is requesting  $\pm 8.25$  feet of relief beyond the 20-foot rear building setback line to accommodate the construction of a  $\pm 15'3'' \times 16'4''$  three season room addition to the single-family residence located at 14097 Sundance Drive. The property is zoned “SF-2 PDD” Garden Residential, Planned Development District. The Sun City Community Association reviewed the request for variance and has approved the project and pending final approval by the Village Board.

#### Staff Analysis

The proposed  $\pm 15'3'' \times 16'4''$  three season room addition will encroach  $\pm 8.25$ -feet beyond the platted 20-foot rear building setback line.

With respect to hardship, the property owner has cited the fact that the lot backs up to a wooded area and a farmed lot, and that his wife is allergic to mosquitoes and bee stings. The three-season room addition will allow them to safely enjoy the view of their yard, and will also reduce noise during the busy planting and harvest times in the spring and fall. If the variance is approved and the addition is constructed, the home will have an 11.75' rear yard (south) setback.

The single story three-season room will be constructed with all new materials to match the existing residence, and the roof shingles will match the existing roof.

#### Zoning Board of Appeals

The Zoning Board of Appeals reviewed the petitioner’s request at a public hearing on April 12, 2021, with no members of the public speaking in opposition to the request, the Zoning Board of Appeals unanimously recommended approval of the request by a vote of 4 to 0 subject to the following condition:

1. No building permits or Certificates of Occupancy are approved as part of the Simplified Residential Zoning Variation.

Village Manager Johnson reported that Mr. McMillan was in attendance to answer questions.

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

**A MOTION was made to approve an Ordinance Approving a Simplified Residential Zoning Variance for Rear Yard Building Setback Relief in the “SF-2 PDD” Garden Residential-Planned Development District, 14097 Sundance Drive.**

**MOTION: Trustee Kanakaris**

**SECOND: Trustee Goldman**

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

**NAYS: None**

**ABSENT: None**

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

- d) Consideration – A Resolution Granting a Temporary Use Permit for Huntley Area Chamber of Commerce to hold the Huntley Chamber Summer Expo and Granting an Off-Premise Sign Permit for the Installation of Temporary Signs

Special Events Manager Barbara Read reported that the Village is in receipt of a request from the Huntley Area Chamber of Commerce to hold the Huntley Chamber Summer Expo on Saturday, August 28, 2021 from 8am to 2pm. This outdoor event will take place in the parking lot and grassy area of the First Congregational Church property located at 11628 E. Main Street and is being held as an alternative due to the cancellation of the annual Business and Wellness Expo typically held in March.

The request also includes the display of event signs at the locations noted on the chart included in the Village Board’s packet.

#### Staff Analysis

For the past several years, the Village has held “Huntley Chamber Day” in conjunction with the Farmers Market. This year, the Chamber would like to expand the event, and has received permission from the First Congregational Church to use the southern portion of the parking lot and grassy area to allow more Chamber members to participate. The 30+ parking spaces typically used for Farmers Market guests on the north side of the lot will remain open for parking. An event site plan is attached.

The Chamber has also reached out to Trinity Lutheran Church for the use of their parking lot for guest parking. Chamber vendors as well as Farmers Market vendors will be required to park in the gravel area of the Catty property so as not to take away guest parking for the events or downtown businesses.

The Huntley Chamber Summer Expo will include entertainment from 10am-2pm, and still being discussed are the addition of food vendors, rescue dogs, and a petting zoo/6-wheel pony ride.

#### *Signage*

The request is that the event signs would be installed on August 13<sup>th</sup> and removed on Monday, August 30<sup>th</sup> and the directional signs would be installed on Wednesday, August 25<sup>th</sup> and removed on Monday, August 30<sup>th</sup>. The signs will be posted as outlined on the attached signage list.

The Chamber acknowledges that some sites may not be under the Village’s jurisdiction and others may not be feasible in the noted location. If these sites are unacceptable, the Chamber requests permission for other sites with the approval of the Village Manager. Additionally, no signs will be posted on private property without prior authorization of the property owner and no more than one (1) sign will be placed at any of the specified locations and a Sign Ordinance variation is required to locate the signs on Village rights-of-way.

The Village’s Sign Regulations allow off-premise signs provided they receive Village Board approval and adherence to certain standards and criteria. The below table details the criteria and the proposed signs:

<b>Criteria</b>	<b>Proposed</b>
Sign adjacent to and intended to be viewed from Route 47 only	Many of the proposed signs will be viewed from Route 47 and the others will be visible from other roads throughout the Village.
Prohibited within a residentially zoned property	Some of the property is zoned residential, but the banners will be placed in the right-of-way.
Maximum area of a sign face, whether a single sign face, two back-to-back, or a V-shaped type sign is 100 square feet	The largest sign is 3’ x 6’ (18 square feet). The other signs are small directional signs.
Maximum height is 15 feet above grade	The directional signs will be approximately three (3’) feet high.
The location shall not obscure or interfere with an official traffic control device or railroad safety signal or sign, or obstruct or interfere with a driver’s view of approaching, merging or intersecting traffic for a distance of 500 feet	The 3’ x 6’ banners and directional signs shall be installed so as not to obstruct a driver’s view of approaching, merging or intersecting traffic.

As the Village has done in the past, the Gateway Sign at Route 47 and Main Street will be used to announce the event from August 13<sup>th</sup> through August 28<sup>th</sup>.

Financial Impact

The Sign Ordinance waives temporary sign permit fees for non-profit organizations.

Legal Analysis

The Village Board’s authorization for this request is required in accordance with Zoning Ordinance - Sign Regulations §156.121 (G) (1) which addresses Off-Premise Signs.

Manager Read reported that Larry Cornett, Executive Director of the Huntley Chamber of Commerce, was in attendance to answer questions.

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

Trustee Westberg asked if there would be trash receptacles placed within the area; Mr. Cornett stated that there would.

Trustee Goldman asked if there was enough room on the Church property to hold all the vendors; Mr. Cornett stated that the area is quite large and could hold all the vendors.

There were no other comments or questions.

**A MOTION was made to approve a Resolution Approving a Temporary Use Permit and Granting an Off-Premise Sign Permit for the Huntley Area Chamber of Commerce for the Huntley Chamber Summer Expo.**

**MOTION: Trustee Kanakaris**

**SECOND: Trustee Hoeft**

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

**NAYS: None**

**ABSENT: None**

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

e) Consideration – A Resolution Approving a Lease Agreement between the Village of Huntley and the Huntley Area Chamber of Commerce for 11704 Coral Street

Village Manager David Johnson reported that the Huntley Area Chamber of Commerce currently leases the former Village Hall building at 11704 Coral Street to serve as the office space for the Chamber. The Chamber has leased the building since 2011. The lease expires June 30, 2021, and the Chamber is seeking to renew the lease for a two-year period (July 1, 2021 – June 30, 2023). As with the current lease, there is a provision for early termination of the lease by either the Village or the Chamber upon a 90-day written notice to the other party.

#### Staff Analysis

The lease requires that public access be allowed to the washrooms during the Farmers Market and other special downtown events. The Chamber is responsible for maintaining the interior of the building, and the exterior of the building is to be kept clean and free from rubbish and dirt. Monthly rent includes utilities, except for telephone and internet services.

#### Financial Impact

The monthly rent is proposed to remain at \$500.00 per month. Annual revenue generated would be \$6,000.00.

#### Legal Analysis

All is in order for Village Board consideration.

Village Manager Johnson reported that Larry Cornett, Executive Director of the Huntley Area Chamber of Commerce was in attendance to answer questions.

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

**A MOTION was made to approve a Resolution Approving a Lease Agreement between the Village of Huntley and the Huntley Area Chamber of Commerce for 11704 Coral Street.**

**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**

- f) Consideration – A Resolution Approving a Professional Services Agreement with Christopher B. Burke Engineering, LTD in an Amount Not to Exceed \$36,500 for Huntley-Dundee Road Drainage Investigation and Stormwater Analysis

Director of Public Works and Engineering Timothy Farrell reported that the FY21 Budget includes funding for Huntley-Dundee Road Drainage Investigation and Stormwater Analysis. A proposal was received from Christopher B. Burke Engineering, LTD, (CBBEL) for Engineering Services.

#### Staff Analysis

Two culverts crossing Huntley-Dundee Road, north of the Wing Pointe residential subdivision, experience drainage impairments that have resulted in extended inundation periods to wetlands and agricultural fields and increased overland flow through private property.

One culvert is located approximately 800 feet west of Haligus Road and the other is approximately 300 feet east. The west culvert discharges into a small depressional storage area located south of Huntley-Dundee Road and north of Wing Pointe subdivision. The area will remain inundated for extended periods of time due to what is believed to be a failed tile system that drains the depression. When the storage capacity of the depressional storage area is exceeded, stormwater overflows south through the Wing Pointe subdivision. The east culvert conveys flow through private property.

The study will include analysis of the upstream area tributary to both Huntley-Dundee Road culverts. The west culvert analysis will also include the evaluation of the depressional storage area and the construction of a maintainable outlet for the depression. The overland flow path through the subdivision will be evaluated to determine a path that will minimize impact to property. The study will identify alternatives to convey flow and maintain stormwater runoff within the Village storm sewer system.

#### Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Preserve and Enhance Quality of Life for Village Residents* as a Strategic Priority, and “develop and implement annual management plans for Village-Owned wetland and stormwater management facilities” as an objective.

#### Financial Impact

The FY21 Budget includes \$36,500 in the Capital Projects and Improvements Fund, 400-00-00-8002 for Huntley-Dundee Road Drainage Investigation and Stormwater Analysis.

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 Professional Services Agreement with Christopher B. Burke Engineering, LTD in an Amount Not to Exceed \$36,500 for Huntley-Dundee Road Drainage Investigation and Stormwater Analysis.**

**MOTION: Trustee Hoeft**

**SECOND: Trustee Kanakaris**

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

**NAYS: None**

**ABSENT: None**

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

**g) Consideration – A Resolution Approving the Bid Award to SKC Construction, Inc. for the 2021 Crack Sealing Program**

Director of Public Works and Engineering Timothy Farrell reported that the Crack Sealing Program is an effective and beneficial maintenance item to preserve the Village’s asphalt pavement investment. Pavement cracking is an inevitable characteristic of asphalt pavement as it ages. Left untreated, water can seep through the cracks and damage the base and sub-grade, which can destroy the load-bearing capacity of the roadway. Over time, more cracks can form causing alligator cracking then progressing to potholes and creating more costly repairs in the future. The Village plans to target the following areas in order of priority and as budget allows:

- Wing Pointe Subdivision
- Huntley Meadows Subdivision
- Sun City NH 16
- Sun City NH 15
- Sun City NH 12

On May 7, 2019, the Village of Cary received bids from two contractors for the Municipal Partnering Initiative (MPI) Crack Sealing Program. The MPI is a municipality-based buying initiative where agencies join forces to procure a wide range of public services in an effort to tap economies of scale. The Village of Cary was the lead MPI agency for this project and prepared the necessary contract bid documents. The municipalities reserved the right to renew this contract for up to two additional one-year periods with 2021 being the third and final year.

The bid results for Year 3 (2021) Crack Sealing Program and using Village of Huntley engineer’s estimated quantities are summarized as follows:

SKC Construction, Inc.	\$73,839.60
Behm Pavement Maintenance, Inc.	\$106,466.40

Staff Analysis

The bids have been reviewed by Public Works and Engineering Department Staff. All is in order to award the bid to SKC Construction, Inc. in the amount of \$73,839.60 for the 2021 Crack Sealing Program.

Financial Impact

The FY21 budget for this program is \$75,000.00. The amount is budgeted in the Streets Improvement and Roads & Bridges Fund 420-00-00-8001.

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 Bid Award to SKC Construction, Inc., for the 2021 Crack Sealing Program.**

**MOTION: Trustee Leopold**

**SECOND: Trustee Piwko**

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

**NAYS: None**

**ABSENT: None**

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



h) Consideration – A Resolution Approving a Change Order to the Year 3 Bid Extension to JA Johnson Paving Company for the 2021 Edge Mill and Overlay Program

Director of Public Works and Engineering Timothy Farrell reported that on March 11, 2021, the Village Board approved a Year 3 contract extension to JA Johnson Paving Company for the 2021 Edge Mill and Overlay Program targeting Sun City NH 11 with an approved budget of \$200,000.

Staff is requesting a Change Order of \$110,000 to mill and overlay the Municipal Center parking lot for a total Year 3 contract amount of \$310,000. The Municipal Center was targeted for pavement seal (Liquid Road) in FY21. Due to unexpected unit price increases the cost to pavement seal the Municipal Center parking lot is approximately \$52,000. For comparison, the cost to pavement seal the parking lot in 2018 was \$19,300.

In light of the circumstances and data above, staff reached out to JA Johnson to review the Municipal Center parking lot and to understand if they would be willing to mill and overlay holding the Year 3 Edge Mill and Overlay unit pricing. JA Johnson has agreed to mill and overlay the Municipal Center (MC) parking lot and hold the Year 3 Edge Mill and Overlay unit pricing for an estimated cost of \$110,000. This results in an additional cost of only \$58,000 as compared to the pavement seal (Liquid Road) project targeted for FY21. Public Works staff will be performing spot base repairs, asphalt repairs, and curb repairs as needed, as well as installing some additional underdrain in areas prone to settling and heaving.

The project comparison and Change Order totals using Village of Huntley engineer's estimated quantities are summarized as follows:

PROJECT COMPARISON	
MC MILL & OVERLAY (CHANGE ORDER)	\$110,000.00
PAVEMENT SEAL (LIQUID ROAD)	\$52,000.00
ADDITIONAL COST TO MILL & OVERLAY	<b>\$58,000.00</b>

  

CONTRACT TOTALS	
NH 11 EDGE MILL & OVERLAY	\$200,000.00
MC MILL & OVERLAY (CHANGE ORDER)	\$110,000.00
TOTAL	<b>\$310,000.00</b>

Staff Analysis

The quantities, unit pricing and change order amount of \$110,000.00 for the Municipal Center parking lot mill and overlay has been reviewed by the Public Works and Engineering Department staff. All is in order for consideration to approve the Change Order to JA Johnson Paving Company.

Financial Impact

The FY21 Budget includes sufficient funds in the Streets Improvement and Roads & Bridges Fund, 420-00-00-8001 for the Municipal Center Mill and Overlay Change Order due to the favorable 2021 Road Program (Covington Subdivision) Bid being more than \$250,000.00 under budget.

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 Change Order to the Year 3 Bid Extension to JA Johnson Company for the Edge Mill & Overlay Program.**

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

- i) Consideration – An Ordinance Approving an Intergovernmental Agreement between the Village of Lake in the Hills and the Village of Huntley Regarding Jurisdictional Boundaries

Deputy Village Manager Lisa Armour reported that the Village previously approved a boundary agreement with the Village of Lake in the Hills in 1997. The agreement established the jurisdictional boundary for both planning and annexation purposes. The term of the agreement was for 20 years. A new agreement is proposed for another 20-year term.

#### Staff Analysis

The proposed agreement continues a similar boundary line as established in the previous agreement. On the southeast side of the Village, the only remaining property still unincorporated that could be annexed by either municipality is the Halat property on both the north and south sides of Algonquin Road (Tom's Market and east of Huntley Meadows). The boundary line on the north end of the Village extends north along Rt. 47 for approximately 1.5 miles (the Village's planning jurisdiction) to the southern end of Andover Acres unincorporated subdivision. There are a number of unincorporated properties on the west side of Rt. 47 to the north that could possibly be annexed to the Village at a future date. Per the proposed boundary line, the Village would not annex any unincorporated properties on the east side of Rt. 47, and Lake in the Hills would not annex any properties on the west of Rt. 47. Huntley would continue to serve the District 158 Reed Road Campus property with water, as sanitary service is provided by the Lake in the Hills Sanitary District.

#### Legal Analysis

Special legal counsel has reviewed the agreement and all is in order for Village Board consideration. The Village of Lake in the Hills will be acting on the agreement the week of April 20<sup>th</sup>.

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

**A MOTION was made to approve an Ordinance Approving an Intergovernmental Agreement between the Village of Lake in the Hills and the Village of Huntley regarding Jurisdictional Boundaries.**

**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**

j) Consideration – An Ordinance Approving an Amendment to Chapter 110 of the Village of Huntley Code of Ordinances Regarding Liquor Commission Hearing Procedures

Village Manager David Johnson reported that an amendment to the Liquor Code is proposed to add language that clarifies the code by including a statement that hearings conducted by the Liquor Control Commission shall be on the record. This would allow for use of Village records at the state level if needed.

Staff Analysis

The following section of the Liquor Control Ordinance is proposed to be amended as follows:

Section 110.51, entitled “Suspension of License” of Chapter 110, entitled “Alcoholic Beverages and Video Gaming,” of Title XI, entitled “Business Regulations” of the Code is hereby amended in part, as follows:

§ 110.51 SUSPENSION OF LICENSE

(A) The Liquor Control Commission of the Village may suspend up to 30 days or revoke any license issued by it, if it is determined that the licensee has violated any provision of this chapter, or for any violation of state law pertaining to the sale of alcoholic liquor. However, no such license shall be so suspended or revoked except after a public hearing by the Liquor Control Commission with a three day written notice to the licensee affording the licensee the opportunity to appear and defend. All hearings conducted before the Liquor Control Commission pursuant to this Chapter shall be on the record and shall be taken before a certified stenographer or similarly qualified person who shall make a complete transcript and record of all testimony, evidence, and proceedings of the hearing. The Chairman of the Liquor Control Commission shall maintain the official record of the proceedings. Appeals from any decision of the Liquor Control Commission shall be taken to the state liquor control commission in the manner provided by law and shall be limited to a review of the official record of proceedings of the Chairman of the Liquor Control Commission. In the case of such appeal, the Chairman shall cause the certified official record of proceedings to be filed in the manner provided by law.

Legal Analysis

Special Legal Counsel has prepared the ordinance and all is in order for Village Board consideration.

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

**A MOTION was made to approve an Ordinance Approving an Amendment to Chapter 110 of the Village of Huntley Code of Ordinances Regarding Liquor Commission Hearing Procedures.**

**MOTION: Trustee Leopold**

**SECOND: Trustee Piwko**

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

**NAYS: None**

**ABSENT: None**

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

**VILLAGE ATTORNEY'S REPORT:** None

**VILLAGE MANAGER'S REPORT:**

Trustee Westberg reported that the parking lot of the Wing Point mall has a lot of pot holes and needs to be fixed. Village Manager Johnson reported that Staff is following up with the property owner.

Trustee Goldman noted that she has seen published on the Lake in the Hills signs advertisement for people to sign up to be considered for their open Village Clerk and Trustee positions and recommended that the Village does the same for open Village positions. Trustee Goldman stated that she would like the Village to have a committee with herself, Trustee Westberg and Trustee-elect Mary Holzkopf to review the candidates. Trustee Hoeft stated that the whole Village Board should decide and not a committee. Trustee Leopold stated that candidates should be reviewed by the Committee of the Whole.

**VILLAGE PRESIDENT'S REPORT:**

Mayor Sass updated the Village Board regarding the storage container approved on March 25, 2021 and reported that More Brewing investigated obtaining two smaller 20-foot long containers but found that the smaller containers are only 8 feet in height. The height of the smaller containers are not adequate to hold a full pallet of cans, which require a clearance of 9-feet. As a result, More Brewing will be placing one 44'-3" long storage container on the property as originally proposed. The container unit will be painted gray to match the building.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** None

**EXECUTIVE SESSION:** None

**ADJOURNMENT:**

**There being no further items to discuss, a MOTION was made to adjourn the meeting at 7:35 p.m.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Westberg**

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

Respectfully submitted,

Barbara Read  
Recording Secretary