

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

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, July 22, 2021 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Mayor Timothy Hoeft; Trustees: Ronda Goldman, Mary Holzkopf, Niko Kanakaris and JR Westberg.

ABSENT: Trustees: Curt Kittel and Harry Leopold

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, Director of Human Resources Chrissy Hoover, and Village Attorney Betsy Gates-Alford.

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

PUBLIC COMMENTS:

Paul Saguear, 10980 Wing Point Drive, expressed his concerns regarding the location of the proposed Lighthouse Academy and stated that this could be put in a better location in town. Mr. Saguear stated that the Strategic Plan is not coherent and should be amended.

Mr. Saguear also stated the truck maintenance proposed site within the Huntley Corporate Park could mean hazardous waste spills and noted the Rockton fire. He stated that the Village does not need these risks as this type of business is unpredictable.

Adeline Lewis, 164 Gregory M. Sears Drive, Gilberts asked the Village Board to come support her at the Rutland Township meetings on the second Tuesday of the month as she would like the Township financials audited as they are incorrect as noted by Township Trustee Hoffman and that the Township has bad accounting practices.

ITEMS FOR DISCUSSION AND CONSIDERATION:

- a) Consideration – Approval of the June 10, 2021 Village Board, June 24, 2021 Village Board Minutes

Mayor Hoeft reported that everyone was in attendance at the June 10th meeting and that Trustees Kanakaris and Westberg were absent from the June 24th meeting.

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

A MOTION was made to approve the June 10, 2021 Village Board, June 24, 2021 Village Board Minutes.

MOTION: Trustee Kanakaris
SECOND: Trustee Westberg
AYES: Trustees: Goldman, Holzkopf, Kanakaris and Westberg
NAYS: None
ABSENT: Trustees: Kittel and Leopold
The motion carried: 4-0-2

b) Consideration – Approval of the July 22, 2021 Bill List in the amount of \$505,105.01

Mayor Hoeft reported that \$257,006.40, or 50.9% is the sum of the purchases: \$36,164.00, payment to Currie Motors for the purchase of a 2021 Ford F-250 Pickup Truck; \$112,148.40, payment to HZ Props RE Ltd for the refund of the Performance Guarantee for Popeye’s Project; and, \$108,694.00, payment to other taxing bodies for development impact fees.

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

A MOTION was made to approve the July 22, 2021 Bill List in the amount of \$505,105.01.

MOTION: Trustee Kanakaris
SECOND: Trustee Holzkopf
AYES: Trustees: Goldman, Holzkopf, Kanakaris and Westberg
NAYS: None
ABSENT: Trustees: Kittel and Leopold
The motion carried: 4-0-2

c) Conceptual Review – Proposed Site Plan and Building Elevations for Lighthouse Academy, Huntley Crossings Phase 1

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that Lighthouse Academy is proposing to purchase and develop a 2.5-acre section of Lot 1 in Huntley Crossings Phase 1. The land is situated along Powers Road, directly east of Culver’s and Sherwin Williams. Lighthouse Academy plans to construct a 10,400 square-foot childcare center (infant to 12 year olds) on the property. Lighthouse Academy is family owned by Shannen Flores and Luis Flores (daughter/father) and the Huntley project will be their fourth location. The petitioner hopes to complete construction by the Spring of 2022 with a target opening date in June 2022.

The property is zoned “B-3” (PUD) Shopping Center Business - Planned Unit Development. Childcare centers require the approval of a special use permit in the “B-3” district.

Site Plan

The petitioner is proposing to resubdivide Lot 1 to create the 2.5-acre lot for the childcare center. The building is situated along the east edge of the proposed new lot, with parking fields to the south and west, and a fenced play area to the north. The proposed lot size, building setbacks and parking setbacks meet the “B-3” zoning requirements.

The site plan includes seventy-three (73) parking spaces, including four (4) ADA stalls which exceeds the forty-two (42) parking spaces required by the Zoning Ordinance. The site plan indicates a 24’ drive aisle at the entrance to the site with 25’ drive aisles throughout the interior of the parking lot and

includes forty-four (44) parking spaces that are 9'x19'. The petitioner is aware that drive aisles must be 25 feet in width and parking stalls must be 10'x19' and will revise the plan should they proceed in the formal review process. It is also noted, that the childcare center will have several small buses for pickup and drop-offs of students to the local schools.

Building Elevation and Design

The petitioner has provided a rendering of the proposed building elevation. The building design and materials will be required to follow the Village's Commercial Design Guidelines.

The main floor will have 12 classrooms, office and kitchen space, and the lower level (basement) will have one school-age classroom, a gymnasium, staff lounge, copy room, storage room and 5,000 SF of multi-purpose space. Two playgrounds are proposed totaling 6,800 square feet that will be separated for age groups.

Signage

Specific signage plans were not submitted; however, all of the Lighthouse Academy sites indicate the use of a single wall sign over the front entrance to the building.

Required Approvals

The project will require the following review and approvals from the Plan Commission and Village Board:

- Site Plan Review, including any necessary relief
- Special Use Permit for a childcare center
- Plat of Resubdivision to create the proposed lot for the childcare center
- Amend the Preliminary Planned Unit Development for Huntley Crossings Phase I

Strategic Plan Priority

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

Courtesy Review

The petitioner has requested the Village Board to conceptually review the proposed plans. The Village Board is not required to provide a formal position statement on the proposal, and the petitioner shall not be required to comply with any position statements which are offered. The concept review shall provide the petitioner with initial comments and concerns that should be considered as they proceed in the formal review process. The Village Board and its individual members are not bound by any comments made during the discussion and the petitioner acknowledges that it cannot claim in the future any reliance whatsoever on those comments.

Director Nordman reported that Shannen Flores the owner was in attendance to answer questions.

Mayor Hoefft asked Ms. Flores if she would like to make a statement before Village Board questions.

Ms. Flores stated that this was a family-owned business and gave some background of their other locations. She also noted in response to the public comments that the location would be a convenient spot for parents to drop off their children due to its closeness to I-90 and other businesses. She also stated that the entire lower level (basement level) will be a gym so there is plenty of space to spread out to play and also a safety location for bad weather.

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

Trustee Westberg asked if the site was already purchased; Ms. Flores stated that it was not yet purchased.

Trustee Kanakaris asked what the enrollment at their other locations was; Ms. Flores stated Yorkville had 238 children, Plainfield 218 children, and Elburn 167 children. Trustee Kanakaris asked if there was enough room for car stacking when children are being dropped off. Ms. Flores stated that this location has 40% more stacking than their other locations which do not appear to have issues with less. Trustee Kanakaris asked if they require face masks to be worn; Ms. Flores stated that at this time, DCFS has made it optional but they follow all DCFS rules.

Trustee Goldman stated that she supported the Pre-K program but had concerns about 12 year olds. Ms. Flores stated that the school-aged children's programs were before and after school only programs as well as summer programs/camp when school is not in session. Trustee Goldman stated that there were a lot of senior developments in that area and questioned the need for a school in that particular location; Ms. Flores stated that it is a good location for parents to drop off on their commute to work.

Trustee Westberg stated that he supports the project as it is a family business with three (3) locations and welcomed them to Huntley.

Trustee Holzkopf stated that she like the special needs aspect and asked about security and safety. Ms. Flores stated that while they do not have cameras in each room, all rooms have windows to the common areas and there are video cameras in the hallways and in the parking lot. Trustee Holzkopf asked about fire exits; Ms. Flores stated that the rooms and including the basement have exits.

There were no other comments or questions.

A vote was not needed for this agenda item as the Village Board was requested to review the proposed use and provide any questions, comments, or concerns for the petitioner to consider as they proceed in the formal review process.

- d) Conceptual Review – Proposed New Use Within the Huntley Corporate Park – Logistics, Transportation, Maintenance Facilities

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that Reiche Partners was last before the Village Board on March 25, 2021 to conceptually discuss the development of transportation-related facilities on land they own in the Huntley Corporate Park located along Jim Dhamer Drive and Hennig Road. At the time, they were proposing future construction of corporate logistics and transportation buildings in the Huntley Corporate Park to accommodate the growing field of freight carrying companies seeking real estate in the Chicago suburban market. For the discussion purposes, there were five sites that were being considered along Jim Dhamer Drive and Hennig Road:

Lot 5 – approximately 3.56 acres with building area of 107,400 SF

Lot 9 – approximately 4.32 acres with building area of 51,700 SF

Lot 14 – approximately 5.28 acres with building area of 67,500 SF

Lot 15 – approximately 6.91 acres with building area of 105,000 SF

Lot 21 – approximately 8.20 acres with building area of 131,000 SF

(The above lot numbers are identified on the Huntley Corporate Park Master Plan)

The Village Board's conceptual review of the Logistics, Transportation, Maintenance Facilities included comments about choosing sites that are located away from homes and concerns about possible trucks on Jim Dhamer Drive (minutes from the March 25, 2021 Village Board meeting are included as an exhibit).

Staff Summary

Reiche Construction would like to move forward with a Logistics, Transportation, Maintenance Facility for AZE Inc. on what is identified as "Lot 21" on the Master Plan. This property is located at the southern end of George Bush Court, directly south of Cargo Equipment and to the east of Hiwin, with frontage on Interstate 90. The ±8.2-acre site is proposed to accommodate a 40,800 square foot multi-tenant building that would be divided in up to four tenant spaces. The proposed freight company, AZE Inc., would occupy one of the four tenant spaces and the remaining three spaces would be occupied by subsidiaries of AZE, although specific businesses have not been identified.

The proposed site plan includes a 40,800 square foot building with parking for 88 vehicles and 122 semi-truck trailers. The proposed building elevations utilize precast panels and will include 12 overhead doors on the rear (south) elevation, which consist of eight drive-in doors and four truck docks. The front of the building will face north, towards the Cargo Equipment building, and will include the main entrances to each tenant space and windows running the length of the façade.

No signage has been presented at this time, but will be required should they proceed with a formal development application.

Required Approvals

The subject site is currently vacant and zoned Business Park (BP). The use proposed is currently not a permitted or special use within this district. The I-90/IL 47 Gateway Subarea Plan of the Village's Comprehensive Plan currently identifies the property as Business Park and Flex Space. The plan would require an amendment to accommodate the proposed use. In addition, a text amendment to the Zoning Code would be required to allow logistics, freight, and trucking operations with outdoor truck parking on site as a special use. Site plan review is also required for the proposed development of the lot.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies "*Promote New Business Development, Retention, and Expansion*" as a Strategic Priority, "attract and retain businesses to enhance tax base and create new jobs" as a goal.

Courtesy Review

The petitioner has requested the Village Board to conceptually review the development of the subject site. The Village Board is not required to provide a formal position statement on the proposal, and the petitioner shall not be required to comply with any position statements which are offered. The concept review shall provide the petitioner with initial comments and concerns that should be considered as they proceed in the formal review process. The Village Board and its individual members are not bound by any comments made during the discussion and the petitioner acknowledges that it cannot claim in the future any reliance whatsoever on those comments.

Director Nordman reported that Adam Reiche and his real estate broker, Mike DeSerta were in attendance to answer questions.

Mayor Hoefft asked if Mr. Reiche would like to make a statement.

Mr. Reiche stated that this location would be used for a small logistics company that will be a hub for their trucks to come to quickly get them back on the road. Maintenance such as changing tires and oil changes will take place at this location as major maintenance happens elsewhere. Mr. Reiche stated that facilities such as this one are being set up in all industrial parks so that the trucks can get back on the road as soon as possible.

Mr. DeSerta reported that these sites are a new criteria of industrial parks and noted Dayton as an example of use. Mr. DeSerta stated that they have them in Bartlett, Elgin and Hampshire and gave information about AZE which is in Elgin making this \$4.2 Million investment.

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

Trustee Westberg explained that he just Googled the company and found 490 reviews giving them a 4.9 out of 5.0 rating.

Mr. DeSerta stated that this business will be a benefit to the community adding 55 jobs.

Trustee Kanakaris asked about screening the trucks; Mr. DeSerta stated that the north side of the property will be screened and the south side of the property is located along I-90. Mr. Reiche stated that the I-90 berm is 10 feet tall. Village Manager Johnson stated that Staff will work with Mr. Reiche on screening and Mr. Reiche stated that the site will not be an eyesore.

Trustee Kanakaris asked if there will be other tenants at this facility. Mr. DeSerta stated that there will be at first but the business is looking to eventually grow into the entire building.

Mayor Hoeft stated that Conditions of Approval can be included such as screening, no outside storage, etc.

Mr. Reiche stated that the facility will also require yearly inspections by the Fire Protection District.

There were no other comments or questions.

A vote was not needed for this agenda item as the Village Board was requested to review the proposed use and provide any questions, comments, or concerns for the petitioner to consider as they proceed in the formal review process.

- e) Consideration – A Resolution Approving an Easement Agreement with SMDMF LLC-47 for the Route 47 Water Main Replacement Project

Village Manager David Johnson reported that the Village Board approved a professional services agreement with CBBEL on October 22, 2020 to complete the design work for the Water Main Replacement project, which would provide for the replacement of approximately 1,600 lineal feet of the existing 12-inch water main along IL Route 47 between Main Street to the north and Mill Street to the south. The project will include an auger of new water main sections in steel casings beneath IL Route 47 to new valves and fire hydrants at the existing hydrant locations where required to continue service to existing buildings. This project will require coordination with IDOT for work within the right-of-way. New domestic service lines with boxes/valves will be provided at all existing active service locations. New valves and fire hydrants will be proposed along the west side of IL Route 47, as well as up to five 8-inch service taps for future connection to service the property owned by SMDMF LLC-47. The scope

of the project includes the realignment and replacement of a section of 12” storm sewer in the vicinity of Main Street and IL Route 47. The water main will be outside of the existing pavement and sidewalk due to an existing large diameter storm sewer running along IL Route 47. Therefore, the limits of the improvements are proposed through property owned by SMDMF LLC-47 and therefore a utility easement is required.

Staff Analysis

An Easement Agreement has been prepared which provides terms and conditions for the easement. The agreement provides for both a temporary construction easement and the permanent utility easement. The Village will be responsible for coordinating the construction of the Route 47 Water Main Replacement improvements.

Financial Impact

Upon the execution and recordation of the Easement Agreement, the Village shall make a one-time cash payment to SMDMF LLC-47 in the amount of \$50,000.00 as consideration for the Permanent Easement and Temporary Easement grants and the other mutual covenants and agreements set forth therein. The FY21 budget includes funding for the project including the cost of the easement.

Legal Analysis

The Village Attorney has reviewed the agreement and all is in order for Village Board approval.

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

A MOTION was made to approve an Ordinance Approving an Easement Agreement with SMDMF LLC-47 for the Route 47 Water Main Replacement Project.

MOTION: Trustee Kanakaris

SECOND: Trustee Holzkopf

AYES: Trustees: Goldman, Holzkopf, Kanakaris and Westberg

NAYS: None

ABSENT: Trustees: Kittel and Leopold

The motion carried: 4-0-2

- f) Consideration – A Resolution Approving an Illinois Elevator Safety Program Agreement with the Office of the State Fire Marshal

Village Manager David Johnson reported that every four years the Village Board is required to approve an Illinois Elevator Safety Program Agreement with the Office of the State Fire Marshal (OSFM) which allows the Village to continue to operate a local Elevator Safety Program. The Village’s program is administered by Thompson Elevator Inspection Services.

Staff Analysis

Without the Village’s Elevator Safety Program, the authority to review plans, issue permits, and inspect elevators would be the responsibility of the OSFM. By continuing the Agreement, the Village achieves enhanced safety through more frequent inspections and ensures permits are reviewed and issued expeditiously.

Financial Impact

The Agreement allows the Village to continue to operate an Elevator Safety Program which generated \$17,991 in revenue in 2020.

Legal Analysis

The Agreement constitutes a voluntary contract between the OSFM and the Village of Huntley, permitting the Village to operate an Elevator Safety Program in conformance with Section 140 of the Elevator Safety and Regulation Act (225 ILCS 312/140), and the Administrative Rules (41 Ill. Adm. Code 1000). Without the Agreement, authority over the Village’s elevator program reverts to the OSFM.

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

A MOTION was made to approve a Resolution Approving an Illinois Elevator Safety Program Agreement with the Office of the State Fire Marshal.

- MOTION: Trustee Westberg**
- SECOND: Trustee Goldman**
- AYES: Trustees: Goldman, Holzkopf, Kanakaris and Westberg**
- NAYS: None**
- ABSENT: Trustees: Kittel and Leopold**
- The motion carried: 4-0-2**

- g) Consideration – A Resolution Approving the Bid Award to Copenhaver Construction, Inc. for the Freeman Road Culvert Replacement

Director of Public Works and Engineering Timothy Farrell reported that last summer, a collapsed 24” corrugated metal pipe (CMP) culvert was discovered on the Village-owned and maintained section of Freeman Road. A location exhibit and pictures are attached. The culvert failure was most likely caused by old age and decades of erosion. A temporary repair was performed to keep Freeman Road open to vehicle traffic until a permanent repair can be performed.

The remaining CMP culvert is pitted and corroded. The south side of the culvert is completely plugged and could not be located. It is assumed that this culvert has been plugged for some time now and not functioning as originally intended. The entire section of culvert warrants replacement.

Given that a full culvert replacement is warranted, major tasks included hydraulic/hydrologic modeling to confirm culvert sizing as well as environmental coordination consisting of U.S. Army Corps of Engineering Permitting. On Thursday, December 17, 2020, the Village Board approved a Design and Construction Engineering Services proposal with CBBEL for the Freeman Road Culvert Replacement.

On Thursday, July 1, 2021, the Village received bids from six contractors for the Freeman Road Culvert Replacement. The bid results are summarized as follows:

Company Name	Bid Amount
<i>Engineer’s Estimate</i>	<i>\$133,455.00</i>
Copenhaver Construction, Inc.	\$107,975.00
Alliance Contractors, Inc.	\$132,860.00
Berger Excavating Contractors, Inc.	\$149,248.00
Martam Construction, Inc.	\$175,590.00
Bolder Contractors	\$185,584.00
Mauro Sewer Construction Inc.	\$229,825.00

Staff Analysis

The bids have been reviewed by Staff and consulting engineer, Christopher B. Burke Engineering, Ltd (CBBEL). The lowest responsive, responsible bidder for the Freeman Road Culvert Replacement is Copenhaver Construction, Inc. in the bid amount of \$107,975.00. All is in order to award the bid to Copenhaver Construction, Inc.

Freeman Road is tentatively scheduled to be closed to traffic beginning Monday, August 2, 2021 and re-opened to traffic at the end of the day on Friday, August 6, weather dependent. Traffic will be detoured along Powers Road, Big Timber Road, and IL Route 47. Expected completion date is the end of August.

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 \$200,000 for professional engineering services and the construction of the Freeman Road Culvert Replacement project in the Street Improvement and Roads & Bridges Fund, 420-00-00-8001. The Village has also been awarded a grant from the Illinois Department of Commerce and Economic Opportunity (DCEO) in the amount up to \$110,000 for the construction of the improvements.

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

A MOTION was made to approve a Resolution Approving the Bid Award to Copenhaver Construction, Inc. in the bid amount of \$107,975.00 for the Freeman Road Culvert Replacement.

- MOTION:** Trustee Goldman
- SECOND:** Trustee Westberg
- AYES:** Trustees: Goldman, Holzkopf, Kanakaris and Westberg
- NAYS:** None
- ABSENT:** Trustees: Kittel and Leopold
- The motion carried: 4-0-2**

- h) Consideration – A Resolution Approving a Proposal for Professional Design Engineering Services for the 2022 MFT Street Improvement Program – Christopher B. Burke Engineering, Ltd in an Amount Not To Exceed \$46,000.00

Director of Public Works and Engineering Timothy Farrell reported that a Proposal for Design Engineering Services for the 2022 Motor Fuel Tax (MFT) Street Program has been received from Christopher B. Burke Engineering, Ltd. (CBBEL). Services will consist of design engineering for the rehabilitation of three segments of collector roadways within the Village as follows:

Street Name	Limits	Length (ft)	Area (sy)
Haligus Road	Algonquin Road to Huntley-Dundee Road	4,700	21,200
Ruth Road	Algonquin Road to Huntley-Dundee Road	3,400	15,700
Reed Road	Route 47 to LITH’s Limit	2,500	12,200
		Total: 10,600 ft	49,100 sy
		(2 miles)	

The edge mill and overlay program for 2022 is proposed for Sun City Neighborhoods 10, 13, 19, 23 and 38. The Village will provide CBBEL with quantities associated with the concrete repair work and ADA retrofitting related to those neighborhoods to incorporate into the MFT contract documents. The sidewalk work would then be completed in advance of work in those areas.

Staff Analysis

A thorough pavement evaluation will be conducted on the collector roadway segments with the following anticipated method of pavement rehabilitation:

- 2.75” HMA Surface Removal
- Class D Patching of Existing HMA Binder/Base Course
- 0.75” of Polymerized Hot-Mix Asphalt Binder Course, II-4.75, N50
- 2.00” of Hot-Mix Asphalt Surface Course, Mix "D", II-9.5, N70 or N50

CBBEL and a soils sub-consultant, Rubino Engineering, Inc., will evaluate each roadway based on pavement cores, subgrade soil properties and a visual evaluation.

Rehabilitation will include spot repairs to curb and gutter, or ribbon curb (at locations of poor drainage, deteriorated concrete or at ADA ramps) PCC sidewalk repairs (at trip hazards equal to or greater than ½”, and ADA accessible ramps retrofits) and ADA ramps on the multi-use paths paralleling the improvements. Also included would be any necessary structure adjustments, replacement of damaged public utility frames and lids in the roadway, and replacement of defective roadway drainage structures. All thermoplastic pavement markings will be replaced in kind and all crosswalk locations will be evaluated for the placement of additional pavement markings and pedestrian crossing signage.

Design engineering should be initiated at this time so that the project can progress through the bidding and construction season for 2022. Also, based on the cost estimates developed from the evaluation, the Village can consider FY22 budgetary implications.

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 funding for design engineering in the Street Improvement and Roads & Bridges Fund, 420-00-00-8001.

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

A MOTION was made to approve a Resolution Approving a Proposal for Professional Design Engineering Services for the 2022 MFT Street Program – Christopher B. Burke Engineering, Ltd. in an amount not to exceed \$46,000.00.

MOTION: Trustee Holzkopf

SECOND: Trustee Kanakaris

AYES: Trustees: Goldman, Holzkopf, Kanakaris and Westberg

NAYS: None

ABSENT: Trustees: Kittel and Leopold

The motion carried: 4-0-2

- i) Consideration – Approval of Payout Request No. 1 (Final) to J.A. Johnson Paving Company for the 2021 Edge Mill & Overlay Program in the amount of \$348,261.01

Director of Public Works and Engineering Timothy Farrell reported that on May 9, 2019, the Village of Cary received bids from four contractors for the Municipal Partnering Initiative (MPI) Pavement Patching Program. The MPI is a municipality-based buying initiative in which 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 four participating agencies included the Village of Huntley, Village of Cary, City of Crystal Lake, and the City of Woodstock. 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.

On March 11, 2021, the Village Board approved a resolution awarding a contract extension to J.A. Johnson Paving Company for the Edge Mill & Overlay Program in Sun City NH 11 and on April 22, 2021 approved a resolution awarding a change order for the additional work at the Municipal Center.

The engineer’s estimated cost and actual cost for the Municipal Center and Sun City NH 11 projects are as follows:

WORK AREA	ENGINEER EST.	ACTUAL COST	DIFFERENCE
MUNICIPAL CENTER	\$110,000.00	\$140,512.20	+\$30,512.20
SUN CITY NH 11	\$200,000.00	\$207,748.81	+\$7,748.81
TOTAL	\$310,000.00	\$348,261.01	+\$38,261.01

The engineer’s estimated cost for the Municipal Center (MC) was calculated using 1.5” of Hot Mix Asphalt (HMA) based on pavement cores taken in the front and the back of the MC Lot that identified a 3” HMA profile with 1.5” of HMA surface course. In addition, the 3” HMA profile with 1.5” HMA surface course is consistent with Public Works historical patching work and underdrain installation. However, during the milling process it was discovered that the surface course thickness varied significantly throughout the parking lot with areas reaching almost 3” thick. After milling, it was also discovered that very little prime coat or none at all was used on the existing binder course. This caused the existing surface course to function independently and not monolithically as designed resulting in premature failure of the existing surface course. Therefore, the existing surface course thickness was required to be milled to remove scabbing and avoid premature failure of the new surface course. The new surface course thickness averaged about 2” throughout the parking lot as compared to 1.5” originally anticipated based on HMA cores and historical work performed by Public Works. Also, after milling was complete a large area on the east side of the MC and a smaller area on the southeast corner of the MC failed the proof roll inspection due to unsuitable material that required removal and stone backfill to provide a more stable base for paving. Public Works crews mobilized to the area and completed underdrain installation and excavation of the unsuitable material and JA Johnson paved the areas.

The additional cost in NH 11 was due to additional HMA surface course to address areas of scabbing along the curb line and additional crown to promote drainage.

J.A. Johnson Paving Company has submitted the first and final payout request for the 2021 Edge Mill & Overlay Program. Village staff has reviewed the request and all is in order for approval of payout request No. 1 and Final.

Staff Analysis

Pay Request	Total Completed Work	Retention	Previous Payments	Amount Requested
#1	\$348,261.01	\$0.00	\$0.00	\$348,261.01

Financial Impact

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

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

A MOTION was made to Approve Payout Request No. 1 (Final) to J.A. Johnson Paving Company in the amount of \$348,261.01 for the work completed under the 2021 Edge Mill & Overlay Program.

MOTION: Trustee Westberg

SECOND: Trustee Goldman

AYES: Trustees: Goldman, Holzkopf, Kanakaris and Westberg

NAYS: None

ABSENT: Trustees: Kittel and Leopold

The motion carried: 4-0-2

- j) Consideration – An Ordinance Amending the Village of Huntley Personnel Manual, Section 212: Whistleblower Reporting Policy

Village Manager David Johnson reported that recent changes to Illinois law necessitate amendments to the Village of Huntley Personnel Manual. A summary of the proposed new policy is found below. The new policy will be added as a new section.

Staff Analysis

Whistleblower Reporting Policy

Public Act 101-0652, also known as the Safety, Accountability, Fairness and Equity - Today (SAFE-T) Act, amends the Public Officer Prohibited Activities Act by adding Section 4.1, “Retaliation Against a Whistleblower” (50 ILCS 105/4.1), to provide whistleblower protections prohibiting retaliation by units of local government, agents or representatives of units of local government or another employee or contractor who:

- reports an improper governmental action under the Act;
- cooperates with an investigation related to a report of improper governmental action; or,
- testifies in a proceeding or prosecution arising out of an improper governmental action.

Effective July 1, 2021, municipalities are required to designate an auditing official and provide every employee a written summary or complete copy of Section 4.1, along with a copy of the written processes and procedures for reporting improper governmental actions upon commencement of employment and at least once during each year of employment.

Legal Analysis

The policy has been reviewed by the Village's employment attorney, Clark, Baird, Smith, LLP.

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

A MOTION was made to approve an Ordinance Amending the Village of Huntley Personnel Manual to add Section 212: Whistleblower Reporting Policy.

MOTION: Trustee Holzkopf

SECOND: Trustee Westberg

AYES: Trustees: Goldman, Holzkopf, Kanakaris and Westberg

NAYS: None

ABSENT: Trustees: Kittel and Leopold

The motion carried: 4-0-2

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT:

Village Manager Johnson noted that a memo was distributed to the Village Board regarding the Huntley Shopping Center Car Shows and asked if the Village Board had any comments or concerns. It was the consensus of the Village Board to allow the car shows as noted in 2021.

VILLAGE PRESIDENT'S REPORT:

Mayor Hoeft welcomed Betsy Gates-Alford as the new Village Attorney from Filipini Law Firm and reported that Betsy has served the Village as Special Counsel since 2017.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

EXECUTIVE SESSION: None

POSSIBLE ACTION ON ANY CLOSED SESSION ITEM: None

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 8:14 p.m.

MOTION: Trustee Holzkopf

SECOND: Trustee Kanakaris

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary