

**VILLAGE OF HUNTLEY
VILLAGE BOARD
MEETING MINUTES
September 8, 2022**

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, September 8, 2022 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, Curt Kittel, Harry Leopold and JR Westberg

ABSENT: None

IN ATTENDANCE: Village Manager David Johnson, Deputy Village Manager Lisa Armour, Director of Development Services Charles Nordman, Building Official Mark Fink, Director of Public Works and Engineering Tim Farrell, Management Assistant Barbara Read, and Village Attorney Betsy Gates-Alford

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

SPECIAL PRESENTATIONS: None

PUBLIC COMMENTS: My name is John Zeller and I live at 13770 Wilshire Way in Huntley. I am the co-chair of a pedestrian and cycling advocacy group named Walkers and Bikers for a Safer Community that was formed in November of 2020 following a serious bicycle/automobile accident on one of Sun City's boulevards. Since then we discovered during the years of 2014 and 2020 four other bicycle/automobile crashes that occurred on the boulevards. These five crashes, three pedestrian/automobile crashes, and also numerous comments from residents regarding their safety concerns made us realize that there was a need for action. As a group, we have shared our concerns and possible solutions with 17 of Sun City neighborhoods, four clubs and organizations, and with some of the members of Huntley's leadership team. We have nearly 900 signatures from the members on a petition requesting that the Village of Huntley take some action, improving the safety for pedestrians and cyclists. I am here tonight to comment on agenda item number 6 under Items for Discussion and Consideration. Item 6, Letter D specifically, both items i and double i. Myself personally and those of us in Walkers and Bikers for a Safer Community are very grateful to all who have been instrumental in securing the Pedestrian Safety Enhancement Study supplying the data for this discussion. We are especially grateful for the efforts made by Tim Farrell, Dave Johnson and Village President Tim Hoeft regarding Item D letter i the Pedestrian Refuge Island implementation for the intersections included in this study. The issues and concerns expressed confirmed our own. We also find that the recommendations, though costly, to be very acceptable. Overall, we are very pleased and encourage you to do further studies on this item regarding the Road Diet and Bike Lane Connectivity. I must admit that as an avid cyclist, I am most enthusiastic about encouraging you to continue to research on this Federal Highway Administration's roadway reconfiguration called Road Diet. It appears to be a low cost alternative that when applied to the high candidate boulevards of Sun City would benefit both pedestrians and cycling safety issues. I want to thank you for this opportunity.

My name is Bob Stoltz and I live at 11825 Nottingham Drive. Like John, I am a co-chair of the Walkers and Bicyclists Safety Commission. John has already summarized most of the pertinent points we would like to talk about. I would like to also extend gratitude to the Huntley Police Department, Sergeant Keane, Sergeant Carney and the officers in the Police Department that have been very helpful to us in two ways. They have provided information from the speed trailers, which we use in those neighborhood meetings. That is great information to encourage our residents to slow down when they are driving on our Sun City streets. Also, we had asked for increased enforcement and we certainly see a lot more of that from the Huntley Police Department now, and we appreciate that. The last thing I would like to mention is that we had presented to Village President Hoeft, Dave Johnson and Tim Farrell in a recent meeting, that we have an opportunity for funding. They are not huge grants, but AARP has a funding program called the Community Challenge Grant. The grant very much fits, obviously, the Sun City demographic, and it's a quick action grant. So typically, you complete your application by the end of March, they issue grants in May. They expect those projects to be completed by the end of the year, which we think is a good fit, again, with Road Diet. The grants average \$11,000, and the maximum grant has been \$50,000 up to this point. We feel like we can actually do the work, do the online grant application, review it with Tim Farrell to make sure everything is appropriate in the way we have put it together. Then go after those grants, and they can actually continue from year to year if this project extends beyond the first year. Thank you.

CONSENT AGENDA:

All items listed under Consent Agenda are considered to be routine by the Village Board and may be approved and/or accepted by one motion with a Roll Call Vote. If further discussion is needed, any member of the Board may request that an item be moved off of the Consent Agenda to Items for Discussion and Consideration.

- a) Consideration – Approval of the August 11, 2022 Liquor Commission Hearing and the August 11, 2022 Village Board Meeting Minutes
- b) Consideration – Approval of the September 8, 2022 Bill List in the Amount of \$303,018.13
- c) Consideration – Approval of Payout Request No. 1 to Geske and Sons, Inc. for the Talamore Subdivision Roadway Resurfacing in the amount of \$619,902.90
- d) Consideration – Approval of Payout Request No. 2 and Final to Geske and Sons, Inc. for the 2022 Edge Mill and Overlay Program in the amount of \$64,839.84
- e) Consideration – Approval of Payout Request No. 3 to Geske and Sons, Inc. for the 2022 Street Improvement Program in the amount of \$605,778.99
- f) Consideration – Approval of Payout Request No. 4 to Martam Construction, Inc. for the Eakin Creek Sanitary Interceptor Sewer in the amount of \$150,876.07

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

A MOTION was made to approve the September 8, 2022 Consent Agenda.

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

ITEMS FOR DISCUSSION AND CONSIDERATION:

- a) Consideration – Approval of Temporary Use Permits Authorizing the Rotary Club of Huntley to Hold Special Events:
 - i. A Resolution Approving a Temporary Use Permit Authorizing an Electronics Recycling Event on October 1, 2022 in the Union Special Parking Lot located a 1 Union Special Plaza
 - ii. A Resolution Approving a Temporary Use Permit Authorizing the Running of the Elves 5k Race, 1-Mile Walk, and Kids Half-Mile Dash on December 3, 2022

Management Assistant Barbara Read said the Village has received requests from the Rotary Club of Huntley to hold two events in upcoming months.

STAFF ANALYSIS

Electronics Recycling Event:

Union Special has granted permission to the Rotary Club of Huntley (Rotary) to use their parking lot to host an electronics recycling event on October 1, 2022 from 10 a.m. until 1 p.m. using the services of BlueStar Recyclers.

BlueStar provides employment for people with disabilities, including autistic individuals. While Desktop Towers, Laptops, Servers, and Cell Phones are taken without fees. A list of items that they will also be accepting will have fees to recycle was provided to the Trustees.

The Rotary will be responsible for supplying volunteers to ensure the safety of participants and to make sure that no vehicles are lined up on Route 47 waiting to enter the event. As this is not a Village-sponsored event, the Village will not provide volunteer assistance.

Running with the Elves:

The Rotary would like to be included in the Village's A Very Merry Huntley events on December 3, 2022 with a fundraising 5k Race, 1 Mile Walk, and a Kid's Half-Mile Dash. Both the 1-Mile Walk and Kid's Half-Mile Dash will take place on Park District property. The 5k will begin in Betsey Warrington Park and travel north to the path along Main Street; turning on to the path along Charles H Sass Parkway and turning around on the path as noted. It will then head back north into Lions Chase via Plymouth Lane to Redmond Lane and back into the park via the path from Fitzgerald Lane. Event Schedule: Check-In 9am; Kids Half-Mile Dash 10am; 5k Race 10:30am; and One-Mile Walk 10:45am. If approved, the Village will include this event in advertising but is not co-sponsoring or providing volunteer assistance at the event.

If the Village Board approves this event, the following conditions of approval will apply:

1. The Rotary must place signage at all entrances of Lions Chase one (1) week prior to the event notifying residents of the event and to watch for runners. The signs must be removed at the end of the race.
2. Race organizers must keep the 5k participants on the path along Main Street and Charles H Sass Parkway.
3. The Rotary will be responsible to ensure that the entire racecourse is free from garbage at the end of the race.

The Rotary Club of Huntley has provided a Certificate of Insurance naming the Village of Huntley as also insured.

Management Assistant Read noted that members of the Rotary were in attendance should there be any questions or concerns. Mayor Hoeft asked the petitioners to please come forward and asked if they had anything to add.

Mr. Jim Uszler of the Huntley Rotary said they were looking forward to both events and being able to contribute to the community. He said the electronics recycling event is being coordinated with Blue Star Recyclers which is a group that works with children with autism and disabilities. He added that no funds will be raised by the recycling event, but Blue Star will pay the children. Mr. Uszler said he is excited for the running of the elves event and said it will be a fun event for the entire community. He said that everyone running will get an elf hat and shirt and hopes this run becomes an annual events for Huntley.

Trustee Goldman asked how many members of the Rotary group will be available to work the running with elves event. Mr. Uszler said they expect 10 – 15 members and their families to help, but added they hope to get extra volunteers through the registration process. Trustee Westberg noted there is only one entrance for the recycling event and said he wants to make sure that all the vehicles get through the line promptly without causing stacking onto Route 47. Mr. Uszler said that even with just the one entrance, they plan on moving it up far enough to wind the vehicles around the parking lot to prevent backup onto Route 47. Trustee Westberg asked how many volunteers are expected to work the recycling event. He said that when the event is at the Municipal Complex there are so many cars and people needed to make the event run smooth. Mr. Uszler said Blue Star will provide most of the staff to run the event, but approximately 10 members of the Rotary group will also be there. Village Manager Johnson stated that Special Events Manager Barb Read has met with the Rotary group to help them with their plan. Trustee Holzkopf asked if Blue Star pays their individuals direct or if it is done through a CILA program and if it is a fair wage. Mr. Uszler said the company pays the individuals directly and it is a fair wage. Mayor Hoeft said his main concern is traffic stacking up on Route 47 and if it happens the day of the event it will need to be addressed immediately. Mr. Uszler agreed.

A MOTION was made to approve:

- i. A Resolution Approving a Temporary Use Permit Authorizing an Electronics Recycling Event on October 1, 2022 in the Union Special Parking Lot located at 1 Union Special Plaza;**
- ii. A Resolution Approving a Temporary Use Permit Authorizing the Running of the Elves 5k Race Run, 1 Mile Walk, and Kids Half-Mile Dash on December 3, 2022**

MOTION: Trustee Kanakaris

SECOND: Trustee Leopold

AYES: Trustees: Goldman, Holzkopf, Kanakaris, Kittel, Leopold and Westberg

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- b) Conceptual Review – Proposed Site Plan and Building Elevations for a ±213,745 Square- Foot Industrial Building on ±20.74 acres located near the northeast corner of Route 47 and Freeman Road**

Director of Development Services Charles Nordman said that Huntley Development Limited Partnership (HDLP) was last before the Village Board on August 26, 2021 seeking an amendment to the I-90/IL 47 Gateway Plan of the Comprehensive Plan and a Zoning Map Amendment to accommodate “BP” Business Park zoning for ±29.7 acres located near the northeast corner of Route 47 and Freeman Road.

MG Logistics (MGL) is now proposing to purchase, subdivide, and develop ±20.74 acres of the site, which is located immediately south of the Village Green shopping center. The proposal includes the construction of a ±213,745 square-foot industrial building of which MGL will be the sole occupant. MGL operates nationwide in the freight arrangement, ground transportation, and equipment leasing segments of the logistics industry. The nearly 20 year-old company has 150 U.S. based non-driver employees and plans to consolidate all existing offices in and around the Chicagoland area to its new headquarters in Huntley. MGL's fleet consists of 500 tractors and 1,000 trailers which are leased to its drivers. The *Logistics, Freight, and Trucking Operation* use of the property will require a Special Use Permit within the "BP" Business Park - Planned Development District.

It should be noted that as part of the approved 2021 map amendment, the Route 47 and Freeman Road frontages of the property have been maintained as "C-2" Regional Retail. Any future plan to develop the commercial outlots will require submittal of a separate development application to request approvals for, at a minimum, Plat of Subdivision and site plan review/Final Planned Unit Development.

The property owner, HDLP, has also provided a conceptual site plan for the remainder of the property (staff notes, the conceptual site plan varies somewhat from the MGL site plan at this time). The site plan illustrates proposed access to the MGL site and access to the future commercial outlots fronting Route 47 and Freeman Road. The access plan and associated traffic study will be reviewed by the Village's transportation consultant as part of the formal development application for the property. Development of the site as shown on the conceptual site plan will also trigger the following requirements of the development agreement between the Village and HDLP:

- Installation of a fountain feature in the pond at the northeast corner of IL Route 47 and Freeman Road
- Village Green Drive extension south
- Village Green Drive sidewalk extension to provide pedestrian access from Oak Creek Parkway south
- Burial of overhead utility lines as required by the Subdivision Regulations and variation consideration to leave certain lines above ground as identified in an exhibit to the Agreement

STAFF ANALYSIS

The subject site is currently vacant and zoned "BP" Business Park - Planned Development District. The petitioner proposes to construct a new ±213,745 square-foot industrial building.

Site Plan and Parking

The proposed site plan includes parking for 120 passenger vehicles (an additional 91 parking spaces are proposed to be landbanked) and 114 trailer positions. The plans include 51 depressed truck docks and seven drive-in doors. All of the overhead doors are positioned facing the rear truck court, located on the east elevation of the building, adjacent to the Weber truck court. The building's "L" shaped configuration provides further shielding of the truck court as would be viewed from the Village Green shopping center. It is intended that primary semi-truck access will be off Freeman Road and the improved Weber Access Road. Passenger vehicle access may be provided by two "right in/right out" access driveways and one "3/4" access along Route 47.

Elevations

The proposed building elevations utilize 40-foot tall precast panels with a beige color scheme and dark red accents. The front of the building will face west toward Route 47. The main entrances on each corner of the west elevation are adorned with two-story windows and an entrance canopy. A natural stone texture

has been utilized on some of the panels. No specific signage has been presented at this time, but will be required as part of a complete development application to be considered by the Plan Commission and Village Board.

Landscaping

The proposed landscape plan includes a variety of shade trees around the perimeter of the site. Landscaped islands are provided in the passenger parking areas along the building's 900' frontage. Foundation plantings are provided near the corner entrances of the building. The south side of the property will be densely planted with evergreens acting as a screen for the truck docks and trailer storage. Detention with native prairie plantings is proposed along the east property line between the truck court and Weber's parking area.

Required Approvals

The proposed plans will require review and approvals from the Plan Commission and Village Board for a Final Plat of Subdivision, Special Use Permit for Logistics, Freight, and Trucking Operations in the "BP" Business Park Zoning District, and Final Planned Unit Development, including any necessary relief.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies "*Strong Local Economy*" as a strategic focus, and the following goal: "*Location of Choice for New and Expanding Businesses of All Sizes.*"

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

The Village Board is requested to review the proposed conceptual site plan and building elevations and provide any questions, comments, or concerns for the petitioner to consider as they proceed in the formal review process.

Mayor Hoeft asked the property owner and petitioner to come forward and asked if they have anything to add to the staff presentation. Petitioner Mr. Vassil Bayraktarov with MGL said the presentation addressed everything very well. Mayor Hoeft asked if there were any questions or concerns for the petitioner.

Trustee Kittel said he liked the screening of the court and the way the L shaped building screens Weber as well and liked that the building colors are not blue. He said he liked the design of the building, the stonework and landscaping. Trustee Kittel said the traffic study was referenced in the introduction packet from the petitioner but was not included and asked if the study would be provided.

Mr. Bayraktarov apologized and said that the study will be provided. He said the study showed approximately 50 – 65 truck trips per day because his business is approximately one-third the size of a typical distribution center. Mr. Waters, of Horizon Group Properties, confirmed that the traffic study was available and will be provided to staff in the morning.

Trustee Leopold stated he is glad that there will be employees in the building so they can shop, buy gas and eat in town. He said he wants to make sure that all truck traffic enters from the south and not use Oak Creek Parkway. Trustee Leopold said he would like more landscaping to screen the building and to increase the lighting on the outside of the building. Trustee Kanakaris agreed with Trustee Leopold about adding more lighting on the building. He questioned if the Village will take over the maintenance of the road. Village Manager Johnson said no, it will be a private road. Trustee Kanakaris thanked the petitioner for his interest in Huntley.

Mayor Hoeft stated that he likes that the trailer parking lot in the back of the building will be new trailers coming in and not trucks just parked there for long periods of time. He added that he would like to see something done to the top of the building elevations with some sort of accent or undulation along the west side of the building that faces Route 47. Mr. Bayraktarov said that could be done since the building is in the design phase. Trustee Westberg agreed with previous comments to add lighting to the building. He pointed out positive reviews online and welcomed the new business to Huntley.

Trustee Goldman said she liked the landscaping and look of the building but was concerned with another warehouse being constructed in the southern portion of Huntley. She said she is concerned with the truck traffic at Route 47 and Interstate 90 and looks forward to receiving the traffic study. Trustee Goldman asked Mr. Bayraktarov if his company was in other countries or cities through the United States. Mr. Bayraktarov said they have call centers in Ukraine and Bulgaria and offices located in Schiller Park, Franklin Park, Northbrook and Chicago but are looking to consolidate those office to a single location in Huntley. Mr. Bayraktarov provided a brief overview of his company saying it is comparable to a leasing company and looks forward to relocating his offices to Huntley. Mayor Hoeft thanked Mr. Bayraktarov and Mr. Waters for their interest in Huntley and asked them to contact staff to provide the traffic study as soon as possible.

No action was taken on this agenda item as it was conceptual review only.

- c) Consideration – Ordinances Proposing Amendments to the Village of Huntley Code of Ordinances Related to the Adoption of Building Codes, Contractor Registration, and Building Permit Fees.
 - i. Consideration – Ordinance Approving Amendments to the Village of Huntley Code of Ordinances, Title XV: Land Usage, Chapter 150: Building Regulations
 - ii. Consideration – Ordinance Approving Amendments to the Village of Huntley Code of Ordinances, Title XI Business Regulations, Chapter 113: Contractors
 - iii. Consideration – Ordinance Approving a New Building Permit Fee Schedule

Director of Development Services Charles Nordman said the Village regulates the construction, alteration, occupancy and maintenance of buildings through the adoption and enforcement of a series of codes. The Development Services Department is responsible for conducting inspections of development projects to ensure compliance with local and state building codes. Additionally, the department oversees the plan review and permit issuance process for all development projects within the Village and coordinates with other departments involved in the process.

The Village currently operates under the 2012 International Code Council (ICC) Codes and the 2011 National Electrical Code. These codes regulate commercial and residential structures including plumbing, mechanical and electrical elements of buildings. New versions of these codes are released every three years to account for issues that arise between code cycles, new construction methods, and to clarify existing regulations. Staff is proposing that the Village adopt the 2018 ICC Codes and the 2017 National Electrical Code. The

Illinois State Plumbing Code, Illinois Energy Conservation Code and the Illinois Accessibility Code are mandated by the State and are not subject to amendments without State approval.

Amendments are also proposed to the established building permit fees and contractor registration requirements. The amendments are proposed to streamline the building permit process.

STAFF ANALYSIS

The ICC Codes are meant to be minimum requirements to safeguard the public safety, health and general welfare through affordability, structural strength, means of egress, stability, sanitation, light and ventilation, energy conservation and safety to life and property from fire and other hazards attributed to the built environment, and to provide safety to fire fighters and emergency responders during emergency operations. The amendments that are being proposed to the codes have been kept to a minimum, with exception of the International Residential Code (IRC) and the National Electrical Code (NEC). The amendments to the IRC and NEC are necessary to maintain consistency for residential developments.

Building Codes

The proposed building code amendments have been reviewed with the Village's active homebuilders. Development Services staff addressed questions from the homebuilders, but did not receive any major concerns regarding the proposed amendments. The following is a summary of the notable changes and amendments:

- The International Swimming Pool and Spa Code (ISPSA) was added as a code to be adopted by the Village. The purpose of adopting the ISPSA is to provide minimum requirements and standards for the protection of the public health. Previous versions of the ICC codes included pool and hot tub regulations amongst the various code books, however, the new ICC codes have consolidated pool and hot tub regulations into the ISPSA. The ISPSA provides a single source for regulations related to pools and hot tubs.
- Eliminating residential roofing and siding permits.
This will save time in the administrative process as an average of 400 combined roofing and siding permits are issued each year. There are currently no permit fees collected or inspections for these permits. The issuance of the permit only provides the Village the opportunity to verify the contractor is a licensed roofing contractor with the State of Illinois. The Village will still have the ability to spot check contractors for the required state license.
- Adding an electrical box in the garage that is piped directly back to the electrical panel for the future installation of an electric car charger.

210.52 (G) (1) Garages.

Add the following sub section:

(a) Future chargers. For new construction and only for attached garages there shall be a three-fourth inch ($\frac{3}{4}$ ") EMT pipe from the electrical panel to the garage. This pipe shall be installed into a deep 1900 box or an 11-B box for future installation of a 240- volt vehicle charging system. The box shall be approximately centered between the two main bays.

Adding an electrical box and conduit within the garage will make it easier for a homeowner to add a car charger to the garage in the future.

- Modifying the stud size for all walls containing plumbing.

Table R602.3(5) Size, Height and Spacing of Wood Studs.

Adding an amendment stating “Newly constructed walls which will contain plumbing drain, waste, and/or vent lines that are installed horizontally through the wall studs, shall be built with a minimum 6 inch wall.”

Often 2x4 studs are bored and/or notched beyond the allowable amount to accommodate plumbing drain, waste and vent piping. Methods for providing repairs to these studs are difficult, if not impossible, to install. The difference in cost is negligible to increase the stud size and is recouped by not adding extra labor and materials for remedies, not to mention project delays due to failed inspections.

- Adding a service door to a detached garage.

R309.6 Exterior walk through door.

Enclosed detached garages shall have at least one exterior walk through door....

Assuring there is a walk through door allows for better, quicker access for emergency responders, as well as allowing for someone to get in or out of the garage if there is loss of power to a garage door opener.

- Increasing the width of a ridge board to strengthen the roof.

R802.3 Ridge.

Replace 1 inch with 2 inch. This would require the use of a 2" x 10" ridge board, rather than a 1" x 10" ridge board.

Field experience has shown that one-inch nominal ridge boards have a tendency to split when attaching rafters to them, causing an eventual sag to the roof.

Contractor Registration

In order to streamline the permitting process, a modification is proposed to *Chapter 113: Contractors* that would eliminate the requirement for each contractor on a job to be registered with the Village. The proposed amendment would require only the project's general contractor to be registered. If a project consists of only one contractor or no general contractor, then the primary contractor must be registered. The registration fee is proposed to change from \$25.00 for each contractor/subcontractor to \$100.00 for the general/primary contractor only.

This change to the contractor registration requirement will reduce the amount of time it takes to issue a building permit and free up staff time that is currently spent contacting unregistered contractors listed on each permit.

For comparison, Algonquin, Woodstock and Crystal Lake do not register contractors; Lake in the Hills registers contractors and charges \$75.00 for each contractor.

Building Permit Fees

The current building permit fees were established in 2005 (the fees have been increased annually based on the Consumer Price Index). As part of the process of updating the Village's adopted building codes, a study was completed comparing the Village's permit fees to surrounding communities (Algonquin, Woodstock, Lake in the Hills, and Crystal Lake). The fees examined within this study relate to building plan review, inspections, (framing, mechanical, electrical, plumbing), and other miscellaneous building permit fees.

Overall, the adjusted fees are in line with fees charged by surrounding communities. The goal was to

establish reasonable fees for services, and improve customer service by simplifying the permit fee structure. The following is a summary of the proposed adjustments to the permit fee structure:

- The cost per square foot for commercial/industrial projects was adjusted to be more in line with neighboring communities. The cost per square foot of the surveyed communities ranged from \$0.20 (Woodstock) to \$1.30 (Algonquin). The Village currently charges \$0.40 per square foot for commercial and industrial projects. The adjusted fee of \$0.70 per square foot results in the Village falling in the middle of the five communities surveyed.
- The permit fee structure for new single-family homes has been modified to charge \$1.52 per square foot (gross area), rather than a fee for each trade (plumbing, electrical, mechanical, etc.). The permit fee would remain the same, however, it is much easier to calculate.
- A flat fee scale was created for Kitchens, Basements and Bathrooms. A flat fee scale of “minor”, “intermediate” and “major” were created to reduce confusion for residents trying to understand applicable permit fees. The flat fee scale also reduces the time spent to process a permit.
- Rather than adjusting permit fees annually based on the Consumer Price Index (CPI), it is proposed that the permit fees be reviewed on an annual basis.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies “Organizational Excellence” as a strategic focus and the following goal: “Highest level of Customer Service.” The proposed updates to the building codes and changes to the permit fee structure and contractor registration will help streamline the permitting process, reduce the amount of staff time spent managing and processing permit transactions, and provide greater clarity to the public regarding permit fees.

FINANCIAL ANALYSIS

The proposed amendments to the building permit fee schedule will generally off-set one another for residential projects as some fees were increased and others reduced based on the types of permits and associated cost to the Village. Additional revenue is expected from commercial and industrial projects, which were previously on the low end of the scale when compared to surrounding communities.

LEGAL ANALYSIS

All proposed amendments to the Village of Huntley Code of Ordinances related to the Adoption of Building Codes, Contractor Registration, and Building Permit Fees will become effective on January 1, 2023.

Director Nordman introduced and recognized Building Official Mark Fink for the time and effort he put forth in preparing the documents before the Board this evening. He also recognized Building Inspector Steve Smith and Plan Reviewer Rick Paulson for their extensive help in code amendment process as well. Director Nordman said that staff is available to address any concerns of the Village Board.

Trustee Goldman asked if these changes would negatively impact the Village’s budget. Village Manager Johnson said they would not. He said the Village has always been low in fees for industrial and commercial permits and the increase in fees will bring the Village closer into the middle of the range of communities in the area.

Trustee Westberg referenced the change of using 2’ x 4’s and asked if the new size would be 4’ x 6’s. Director Nordman said yes. Trustee Holzkopf asked for confirmation that subcontractors such as the plumbing and electrical contractors not having to be registered and the general contractor being the only

trade on the permit needing to be registered. Director Nordman said that was correct but added that the sub-contractors will continue to submit their plumbing and electrical licenses and state licenses, but will no longer have to register their business with the Village. Trustee Holzkopf said the increase from 40 cents to 70 cents for commercial and industrial projects was fair and said the small business program recently adopted by the Village could be of assistance to the new businesses.

Trustee Kanakaris commended staff on doing a great job amending the code. He said he thought 70 cents per square foot was high for the building permit and asked if the inspection fees would be included in the permit fee. Director Nordman said there is no fee for inspections and added that the permit fee would include all the trades. Trustee Kanakaris asked what the current cost per foot is in the code. Village Manager Johnson said 40 cents which is significantly lower than neighboring communities. Building Official Fink referenced the Project Pie and Project Pumpkin buildings saying there are inspectors out there every day and sometimes there are several inspectors on-site and with the size of the buildings the inspectors are spending hours performing the inspections. Trustee Kanakaris concluded saying he just does not want to see businesses not come to Huntley because of the high permit fees. Mayor Hoeft said that many of the neighboring communities permit fees are \$1.00 per square foot and higher yet those communities are still having million square foot businesses build in their community. He said he also questioned the cost incurred by having inspectors on-site especially in these larger buildings. Mayor Hoeft said that when staff pointed out the time spent and the number of inspectors to properly inspect each trade and building, it made sense to increase the fee. Trustee Leopold said that all his questions had been previously answered and Trustee Kittel thanked staff for all their hard work in amending the code. Mayor Hoeft asked if there were any further questions or comments. There were none.

A MOTION was made to approve Ordinances Proposing Amendments to the Village of Huntley Code of Ordinances Related to the Adoption of Building Codes, Contractor Registration, and Building Permit Fees.

- i. **Consideration – An Ordinance Approving Amendments to the Village of Huntley Code of Ordinances, Title XV: Land Usage, Chapter 150: Building Regulations**
- ii. **Consideration – An Ordinance Approving Amendments to the Village of Huntley Code of Ordinances, Title XI Business Regulations, Chapter 113: Contractors**
- iii. **Consideration – An Ordinance Approving a New Building Permit Fee Schedule**

MOTION: Trustee Westberg

SECOND: Trustee Goldman

AYES: Trustees: Goldman, Holzkopf, Kanakaris, Kittel, Leopold and Westberg

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- d) Discussion – Potential Pedestrian Safety Enhancements Including:
 - 1. Pedestrian Refuge Island Implementation
 - 2. Road Diet and Bike Lane Connectivity Study

Director of Public Works and Engineering Tim Farrell stated the Village is committed to maintaining and improving the quality of life enjoyed by residents. Safe pedestrian and bike routes are an essential part of doing so. The Village often receives requests from citizens for pedestrian and bike accommodations that require traffic calming solutions at various locations throughout the Village and connectivity to the multi-use path network. Traffic calming is the act of balancing vehicular with pedestrian and bike access for safe transportation environments. The Village has been proactive in improving pedestrian safety including

upgrading crossings with enhanced pavement markings, pedestrian signage, and where warranted, rapid reflective flash beacons (RRFB) such as at Haligus Road and Scott Drive for a controlled crosswalk condition. On April 28, 2022, the Village passed a roadway weight limit ordinance to regulate over-weight trucks from traveling on local roadways thereby enhancing roadway traffic and pedestrian safety. The Police Department mobilizes the speed trailer at select locations to increase driver awareness. Staff continues to receive requests to explore opportunities for additional improvements.

STAFF ANALYSIS

In June 2022, the Pedestrian Safety Evaluation was completed that included an evaluation of pedestrian crossings at 10 locations on Village local roads that identified a range of options including a mix of simple visibility enhancements such as pavement markings and signage to controlled crossings with RRFB's and possibly refuge islands where warranted. An example of implementation of the study would be the RRFB at Reed Road and Northbridge Drive along with a speed reduction in that area. Staff collaborated with the School District and Lake-In-the Hills (LITH), and LITH implemented the RRFB improvements and the speed reduction from 45 mph to 35 mph on their jurisdictional roadway portion of Reed Road west of Haligus Road.

Another consideration identified in the study would be the addition of pedestrian refuge islands and RRFB's at certain intersections. The RRFB's would provide warning to motorists of a pedestrian crossing the street while the refuge island would provide a mid-crossing landing and narrowing of lane widths at the island creating a traffic calming effect. The locations identified for consideration are at certain 4-lane intersections of Del Webb Boulevard and Countryview Boulevard, which also shows an example of a refuge island with RRFB's. The budgetary cost of the refuge island and RRFB improvements is in the range of \$90,000 - \$120,000 per location and includes engineering and construction. Pending Village Board direction, the first location considered in FY23 would be the north intersection of Del Webb Boulevard and Cold Springs Drive.

A Road Diet Evaluation would supplement pedestrian improvements proposed in the Pedestrian Safety Evaluation. A road diet would consider lane reductions or narrowing of lane widths to accommodate systematic improvements such as shared bike lanes for enhanced safety, comfort and connectivity of non-motorized road users by decreasing or calming motorized vehicle speeds. Shared bike lanes would be a key component of the road diet and would be established with logical termination points to the existing multi-use path network. The evaluation would explore improvements that could be implemented without significant infrastructure improvements and would consider roadway widths of 36-feet or greater. The vast majority of residential roadways in the Village that meet the 36-ft width criteria are mainly in Sun City, and the fact that the Village-wide bike network connectivity is limited for Sun City, it is proposed to limit the Road Diet Evaluation to Sun City. The existing Sun City bike path network would be evaluated for overall connectivity and integration with possible shared bike lanes included in the road diet. An exhibit of the roadways that would be considered in the Road Diet Evaluation was provided to the Trustees.

A meeting would be conducted with select Sun City stakeholders including bike advocates and Sun City staff to better understand desired improvement locations and specific concerns. A technical memorandum would be generated including exhibits with existing and proposed typical roadway sections. The Road Diet Evaluation budgetary cost is \$80,000

As the Village is advancing the resurfacing program throughout Sun City, now is the time to determine if refuge islands with RRFB's and/or a road diet should be a part of the improvements and staff is seeking policy direction from the Village Board.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies “*Healthy, Safe and Attractive Community*” as a strategic focus and the following goal: “*A Safe Community.*” Implementation of pedestrian accommodation improvements identified in the Pedestrian Safety Evaluation may enhance the safety of pedestrians and a Road Diet Study in Sun City would provide a basis to plan and potentially implement pedestrian and bike accommodation improvements and connectivity to the Village multi-use path network.

FINANCIAL ANALYSIS

Based on Village Board direction, the FY23 Budget would include funding for the Pedestrian Refuge Island improvements as well as the Road Diet and Bike Lane Connectivity Study in the Street Improvements and Roads & Bridges Fund, 420-00-00-8001.

Mayor Hoeft asked the Trustees for direction for staff. Trustee Kanakaris said he had been asking for this for quite some time and would like to see it included in the budget. He added that he would like to see this done throughout the entire community. Trustee Leopold said he is absolutely in favor of safety for all residents. He said that the intersection of Cold Springs Drive and Del Webb Boulevard and the intersection of River Park Drive and Stonewater Crossing at Del Webb Boulevard warrant the refuge islands. He said sees many residents walking through these intersections to go to Wild Flower Park but does not see many residents crossing through the other intersections in Sun City or the other intersections noted. Trustee Leopold stated that he would like to see a camera installed to monitor pedestrian crossings to warrant installing refuge islands at the other intersections.

Trustee Kittel agreed that the safety of the residents is a priority and asked what the overall cost would be to implement the entire study. Director Farrell said \$500,000 for four refuge islands and less than \$100,000 to implement the road diet. Trustee Kittel said he also would like to see a true count of pedestrian crossing at some of the intersections but that two or three of the intersections on the list already warrant the refuge islands. He said he favored the new signage and would like to see some of the areas that need repairing fixed and continue the program, as Public Works does, to proactively address some of the roadways that need improving. Trustee Kittel said that although he likes the road diet concept, he is somewhat concerned about two lanes going each way decreasing to one lane each way in a golf cart community and questioned what would happen to the golf carts when a car approaches. He said that perhaps this could cause a different safety concern. Trustee Holzkopf said she supports funding safety projects for the residents. She said she did have concerns with the lanes decreasing to one lane each way but emphasized the need for drivers to be aware of their surroundings and drive safely. She referenced the crosswalk by the schools on Reed Road and said that drivers still do not stop for walkers in the crosswalk. Trustee Holzkopf said she would like to see the speed trailer placed by the crosswalks to make drivers aware of their speed and to slow down in the areas of crosswalks.

Trustee Westberg said the biggest problem with drivers is that they do not pay attention and are too distracted especially by being on their phones. He said he liked the road diet idea but again stressed that vehicle drivers, golf cart drivers and bicyclists will all need to pay attention. Trustee Goldman said she liked both projects and would like to see them included in the budget for next year. Mayor Hoeft thanked the Trustees for their input.

Policy Direction was provided by the Village Board to proceed with the following:

- 1. Implementation of the pedestrian refuge islands with RRFB's in the FY23 budget and 5-year CIP at the four locations identified for consideration**
- 2. The Road Diet and Bike Lane Connectivity Study in the FY23 Budget**

- d) Consideration – Resolution Approving a Bid Award to Martam Construction, Inc. for Water Main Replacement along IL Route 47 in the Bid Amount of \$1,414,158

Director of Public Works and Engineering Tim Farrell said the FY22 Budget includes funding for Water Main Replacement that consists of the installation of 1,750 feet of 12-inch diameter water main with the use of PVC C900 water main pipe to replace an existing 12-inch water main underneath the IL Route 47 mainline concrete pavement between Mill and Main Streets. This work is in compliance with IDOT requirements for work within the right-of-way.

The new 12-inch water main will be located within a previously obtained permanent municipal utility easement along the west side of IL Route 47. The water main will connect to the existing 12" water main at the southeast corner of Mill Street and IL Route 47 and the existing 12-inch water main on Main Street approximately 250 feet west of IL Route 47. The section of water main under the Union Pacific railroad tracks and the water main being replaced under IL Route 47 between Main and Mill Streets will be properly abandoned in place. New 12, 8 and 6-inch water main/water service lines will be pushed through steel casings bored underneath and perpendicular to IL Route 47 at five locations to provide water service and fire suppression to the existing commercial properties along the east side of IL Route 47 and to make a connection to the existing water main at Mill Street. A new 12" storm sewer will also parallel the alignment of the water main to the south and west of the residential homes at the southwest corner of IL Route 47 and Main Street. The new storm sewer will collect existing storm water flow from the "Borden Line" and route the storm water around the existing properties.

Two temporary traffic stages will be installed to route traffic through the active work zones during construction. A permanent lane closure of the outside lane for northbound IL Route 47 south of Mill Street to south of Main Street will be staged and temporary daily lane closures along the outside lane for southbound IL Route 47 will be performed. Traffic control during the work associated with the connections to the existing water main at Main Street and Mill Street will also be performed with permanent lane closures.

STAFF ANALYSIS

On June 1, 2015, January 25, 2018, and again on January 30, 2022, the 12-inch water main under the concrete pavement of IL Route 47 suffered a main break causing disruptions to service and traffic as well as damage to public infrastructure. The particular section of water main under IL Route 47 most susceptible to breaks extends between Mill Street and just north of the UPRR crossing. The remaining associated connecting water main was either replaced during the Route 47 widening project or is outside of the limits of the pavement. In addition to service and traffic disruptions, these main breaks 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.

On Thursday, August 25, 2022 four bids were received for the Route 47 Water Main Replacement project. The bid results are summarized in the bid tabulation summary.

Bid Tabulation Summary:

COMPANY	BID AMOUNT
<i>Engineer's Estimate</i>	<i>\$1,347,650.00</i>
Trine Construction Corp.	\$1,357,097.50
Martam Construction, Inc.	\$1,414,158.00
Benchmark Construction	\$1,538,368.00
Joel Kennedy Construction Corp	\$1,641,995.00

After review of the bids, two items related to the Trine Construction Corporation bid were identified to not meet the advertised bid proposal conditions:

1. Addendum #1 issued on 8/22/2022 to all plan holders was required to be included with each bidder's submitted bid proposal comprising of all issued addendum pages per language in the project's bid documents and issued addendum's instructions. Trine Construction Corporation did not provide the full addendum as part of their submitted bid proposal. Specifically, the signed acknowledgment page of the addendum was not included with Trine Construction Corporation's submitted bid proposal.
2. Addendum #1, Clarification #1, identified to all plan holders an IDOT prequalification was required for all bidders in the Excavation 01 and Drainage 012 categories. Trine Construction Corporation is not able to provide the Village with an IDOT prequalification certificate to meet this requirement. The IDOT prequalification requirement is a material condition to ensure that the contractor is able to complete the work in a timely manner and consistent with IDOT standards and applicable laws and regulations.

The bid from Martam Construction, Inc. is the next lowest, responsible bid and all is in order to award the Route 47 Water Main Replacement Bid to Martam Construction, Inc. The contract completion date is December 23, 2022.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies "*Forward Looking Community*" as a strategic focus and the following goal: "*Management of Infrastructure Assets for Today and Tomorrow.*" The water main replacement will allow the existing water main to be abandoned which will significantly reduce resource inefficiencies and service disruptions associated with the existing aging asset.

FINANCIAL IMPACT

The FY22 Budget includes \$1,200,000 in the Water Capital Improvement and Equipment Fund, 515-00-00-8004 for construction of the Water Main Replacement. A budget amendment will likely be necessary and will be brought to the Village Board for consideration at the close of the project.

LEGAL ANALYSIS

The Village Attorney has reviewed the bids.

Trustee Holzkopf asked if staff reviews each line item on the bid documents and asked why, in some cases, the bid amounts seem different than the engineer's estimate. Mayor Hoeft said yes staff and the Village Engineer review the bid documents line by line. He explained the contractor's process to prepare their bids and how each line item is calculated. He said that some contractors will lump sum some of the work being

performed and some will break the work into individual unit prices. Mayor Hoeft said that not every contractor bids a project the same way, but the final dollar amount is what is submitted as the bid for the project. Director Farrell agreed with Mayor Hoeft and added that the unit prices are used to adjust the quantity changes in the contract and if a certain amount of an item is used over what the bid documents included, that unit price is used to adjust the final amount once the contract is completed. Mayor Hoeft asked if there were any further questions. There were none.

A MOTION was made to approve a Resolution Approving a Bid Award to Martam Construction, Inc. for Water Main Replacement along IL Route 47 in the Bid Amount of \$1,414,158.

MOTION: Trustee Westberg

SECOND: Trustee Goldman

AYES: Trustees: Goldman, Holzkopf, Kanakaris, Kittel, Leopold and Westberg

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- e) Consideration – A Resolution Authorizing a Professional Services Agreement with Christopher B. Burke Engineering, LTD in an Amount Not to Exceed \$76,500 for Construction Engineering Services for Water Main Replacement

Director of Public Works and Engineering Tim Farrell stated the FY22 Budget includes funding for Water Main Replacement Construction Engineering. A proposal was received from Christopher B. Burke Engineering, LTD, (CBBEL) for Construction Engineering services for the work that consists of replacing the existing 12-inch water main along IL Route 47 between Main Street to the north and Mill Street to the south. This work will consist of approximately 1,600 lineal feet of new 12-inch water main. 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 work is in compliance with IDOT requirements 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. The proposed water main is located in a Permanent Municipal Utility Easement that was acquired along the west right-of-way of IL Route 47. The main will be outside of the existing pavement and sidewalk due to an existing large diameter storm sewer running along IL Route 47. The new water main will be connected to existing 12" water mains at the southeast corner of Mill Street and IL Route 47 as well as at southwest corner of Main Street and IL Route 47. The section of main under the Union Pacific railroad tracks and the main being replaced along the east side of IL Route 47 between Main and Mill Streets will be properly abandoned in place.

STAFF ANALYSIS

On June 1, 2015, January 25, 2018, and again on January 30, 2022, the 12-inch water main under the concrete pavement of IL Route 47 suffered a main break causing disruptions to service and traffic as well as damage to public infrastructure. The particular section of water main under IL Route 47 most susceptible to breaks extends between Mill Street and just north of the UPRR crossing. The remaining associated connecting water main was either replaced during the Route 47 widening project or is outside of the limits of the pavement. In addition to service and traffic disruptions, these main breaks 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.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies “*Forward Looking Community*” as a strategic focus and the following goal: “*Management of Infrastructure Assets for Today and Tomorrow.*” The water main replacement will allow the existing water main to be abandoned which will significantly reduce resource inefficiencies and service disruptions associated with the existing aging asset.

FINANCIAL IMPACT

The FY22 Budget includes funding in the Water Capital Improvement and Equipment Fund, 515-00-00-8004 for the Water Main Replacement Construction Engineering Services.

Mayor Hoeft asked if there were any questions or comments. 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 \$76,500 for Construction Engineering Services for Water Main Replacement.

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

- f) Consideration – A Resolution Approving a Contract to Safe Step, LLC through The Interlocal Purchasing System (TIPS) Cooperative Purchasing Program for the 2022 Saw Cutting Program

Director of Public Works and Engineering Tim Farrell stated on April 26, 2018, The Interlocal Purchasing System (TIPS) received proposals for contract #180205 Trades, Labor and Materials 2 (JOC). TIPS is a National Purchasing Cooperative where public entities join forces to procure a wide range of public services in an effort to tap economies of scale. Safe Step is part of a national franchise called Precision Concrete Cutting (PCC) and through TIPS, won a national saw cutting contract which is available for any municipality that is a member of TIPS. There is no fee for the municipality to join, and many northern Illinois municipalities are already part the TIPS Cooperative. This will be the Village’s third year as a member of the TIPS Cooperative.

The Village has approximately 185 miles of sidewalk for a total sidewalk value of \$34,000,000. The 2021 Sidewalk Cutting Program allowed the Village to evaluate 31.4 sidewalk miles and saw cut 2,164 sidewalk vertical displacements in Covington Lakes, Sun City Neighborhoods 14 and 17, and other service request areas for a total of 41 miles of sidewalk evaluated starting in 2019. Sidewalk cutting has proved to be the most efficient and cost effective means of addressing vertical displacements in the Village as compared to removal and replacement with a minimum 50% reduction in cost per panel. The sidewalk cutting criteria is as follows:

Condition Rating	Vertical Displacement	Recommended Treatment
Red	1.5" and Greater	REMOVE & REPLACE
Yellow	Between 0.25" – 1.5"	SAW CUT or GRIND
Green	0.25" and Less	NO TREATMENT

The FY22 Sidewalk Cutting Program is continuing to evolve in order to manage and address the numerous vertical displacements that are identified by Safe Step through neighborhood wide evaluations ahead of the annual Street Improvement Program, service request lists provided by the Sun City neighborhood representatives who have performed their own evaluations, and service requests called in directly to Public Works.

STAFF ANALYSIS

Safe Step will survey and saw cut in Sun City Neighborhoods 4,5,6,7,8,9,26, and 32. A detailed survey and report with costs will be provided to Village Staff. The Public Works & Engineering Department Staff will review the reports and costs and authorize the saw cutting up to the no-to-exceed cost of \$35,000; and in order of priority as summarized below. Safe Step will also provide a budgetary cost estimate for the remaining areas in Sun City. Based on acceptable performance for 2021, all is in order for consideration to approve the contract award to Safe Step, LLC.

Priority:

- Sun City Neighborhoods 7 and 9
- Sun City Neighborhoods 32,8,4,5,6, and 26

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies *“Forward Looking Community”* as a strategic focus and the following goal: *“Management of Infrastructure Assets for Today and Tomorrow.”* The saw cutting program is one of many strategic components of the Pedestrian Access Route (PAR) Inspection and Repair Program and has proved to be the most efficient and cost effective means of addressing vertical displacements in the Village as compared to removal and replacement with a minimum 50% reduction in cost per panel.

FINANCIAL IMPACT

The FY22 Budget includes \$35,000 in the Streets Improvement and Roads & Bridges Fund, 420-00-00-8000 for the 2022 Sidewalk Cutting Program.

Village Manager Johnson stated that he would like to briefly explain why this petition was not included on the Consent Agenda. He said because of the many comments about sidewalks in the resident survey each year staff wanted to highlight the thousands of locations that have already been improved using millions of dollars of Village funds and also show the commitment the Village makes each year to continue the sidewalk program. He complimented Director Farrell and the Public Works Department on the outstanding job of finding ways to address these comments and concerns from the residents. Trustee Leopold said that he has noticed several places in sidewalks in his neighborhood that have heaved as much as 3” and asked if he could submit his list to staff to have these areas taken care of. Village Manager Johnson said yes. Mayor Hoeft asked if there were any further questions or comments. There were none.

A MOTION was made to approve a Resolution Approving a Contract to Safe Step, LLC through The Interlocal Purchasing System (TIPS) Cooperative Purchasing Program for the 2022 Sidewalk Cutting Program.

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

g) Consideration – Resolution Waiving Competitive Bid and Approving the Year 4 Contract Extension to Langton Group for Cul-de-Sac Snow and Ice Control Services

Director of Public Works and Engineering Tim Farrell stated that the Village's roadway network consists of 16 snow routes totaling just over 132 centerline miles with 174 cul-de-sacs. The snow and ice control operation has been such that Public Works staff works up to the first 16 hours of a storm event and then has 8 hours of rest to re-establish concentration and alertness required for safe and effective snow plowing. In the past and during the rest hours of first shift full time staff, part-time seasonal drivers along with a small group of remaining full time staff not used in the first shift were deployed to maintain passable roadway conditions. For some events, this operational strategy can be effective. However, for above average snowfall accumulation and long duration events this model has proved challenging to keep pace at current staffing and equipment levels. Also, soliciting an adequate number of qualified seasonal drivers along with the task of organizing the drivers for any given event has been problematic and resource intensive. Utilizing the assistance of a private contractor has been successful in past years and is intended to enhance operations and improve service levels.

On August 8, 2019, the Village received bids from two contractors for Roadway Snow and Ice Control Services. All 174 cul-de-sacs were included as a separate bid item. Based on the performance of the contractor and at the discretion of the Village, the bids allow for an annual contract extension for two additional seasons with the 2021/2022 Snow and Ice Season being the last year.

The cul-de-sacs are very resource intensive in terms of time required to fully clear and the hard use on the fleet equipment. Public Works staff would continue to make the initial opening pass through each cul-de-sac. However, utilizing a contractor to fully clear and pile snow for all 174 cul-de-sacs frees up staff resources to be allocated to other routes for enhanced performance and will keep the highest service levels possible on the more heavily traveled roadways.

The Year 1 thru Year 4 contact unit pricing comparison is the following:

- Year 1 (2019/2020 Season): 10 events of 2"-5" snowfall at a price of \$63,402.30 and 2 events of 5"-9" of snowfall at a price of \$19,020.96.
- Year 2 (2020/2021 Season): 10 events of 2"-5" snowfall at a price of \$65,304.30 and 2 events of 5"-9" of snowfall at a price of \$19,591.56 (3% Increase).
- Year 3 (2021/2022 Season): 10 events of 2"-5" snowfall at a price of \$67,263.50 and 2 events of 5"-9" of snowfall at a price of \$20,179.30 (3% Increase).
- Year 4 (2022/2023 Season): 10 events of 2"-5" snowfall at a price of \$73,989.85 and 2 events of 5"-9" of snowfall at a price of \$22,197.23 (10% Increase).

STAFF ANALYSIS

On September 24, 2020, the Village Board approved the Year 2 and Year 3 Bid extension for the Cul-de-Sac Snow and Ice Control Services to Langton Group. Based on acceptable performance for the Year 2 and Year 3 services, all is in order for consideration to approve Year 4 Bid extension to Langton Group.

The contract may be cancelled by the Village in whole or in part by written notice to the Contractor upon non-performance or violation of contract terms. The Village of Huntley reserves the right to terminate the service at any time during the term of the contract upon thirty business days written notice to the Contractor. Failure of the Contractor to deliver services within the time stipulated, unless extended in writing by the Village, shall constitute contract default.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies “*Organizational Excellence*” as a Strategic Focus and the following goal: “*Highest Level of Customer Service.*” Snow and ice control services provide a high and consistent level of service with concentration on increased safety and mobility of the transportation network to better facilitate movement of vehicular traffic, persons and goods within the Village.

FINANCIAL IMPACT

The FY23 Budget will be presented to include \$75,000 in the Streets, Utilities & Fleet Contractual Services Fund, 100-60-61-6375 for Cul-de-Sac Snow & Ice Control Services.

LEGAL ANALYSIS

In accordance with State Statute, a bid waiver shall be approved by a vote of two-thirds of all the trustees then holding office, thus requiring an affirmative vote of four trustees, with the mayor not voting.

Mayor Hoeft asked if there were any questions or comments. There were none.

A MOTION was made to approve a Resolution Waiving Competitive Bid and Approving the Year 4 Contract Extension to Langton Group for Cul-de-Sac Snow and Ice Control Services.

MOTION: Trustee Leopold

SECOND: Trustee Holzkopf

AYES: Trustees: Goldman, Holzkopf, Kanakaris, Kittel, Leopold and Westberg

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- h) Consideration – Resolution Waiving Competitive Bid and Approving the Year 4 Contract Extension to Langton Group for Roadway Snow and Ice Control Services

Director of Public Works and Engineering Tim Farrell said the Village’s roadway network consists of 16 snow routes totaling just over 132 centerline miles with 174 cul-de-sacs. The snow and ice control operation has been such that Public Works staff works up to the first 16 hours of a storm event and then has 8 hours of rest to re-establish concentration and alertness required for safe and effective snow plowing. In the past and during the rest hours of first shift full time staff, part-time seasonal drivers along with a small group of remaining full time staff not used in the first shift were deployed to maintain passable roadway conditions. For some events, this operational strategy can be effective. However, for above average snowfall accumulation and long duration events this model has proved challenging to keep pace at current staffing and equipment levels. Also, soliciting an adequate number of qualified seasonal drivers along with the task of organizing the drivers for any given event has been problematic and resource intensive. Utilizing the assistance of a private contractor has been successful in past years and is intended to enhance operations and improve service levels.

On August 8, 2019, the Village received bids from two contractors for Roadway Snow and Ice Control Services. All three mainline routes were included as a separate bid item. Based on the performance of the contractor and at the discretion of the Village, the bids allow for an annual contract extension for two additional seasons with the 2021/2022 Snow and Ice Season being the last year.

The mainline routes are generally identified below:

- Area 1, Route 1 – S. Union Road, Ackman Road, Talamore Blvd, Founders Field Blvd, Reed Road, Vine Street, Noah Avenue, Joan Avenue and Haligus Road from Main Street north
- Area 2, Route 1 – Main Street, Kreutzer Road, Sass Parkway, Haligus Road from Main Street south, Huntley-Dundee Road, Smith Drive area, Regency Parkway, and Powers Road
- Area 3, Route 1 – Hemmer Road, Del Webb Blvd, Countryview Blvd, Sun City Blvd, Clanyard Road, Jim Dhamer Drive, Freeman Road, Auto Mall Drive, and Manning Road

Utilizing a contractor for the three mainline routes frees up staff resources to be allocated to other routes for enhanced performance and maintains the highest service levels possible on the most heavily traveled roadways. The contractor is responsible for providing a tandem-axle six-wheeler dump truck to include a front snow plow, bulk salt spreader, liquid pre-wetting system, fuel and a driver.

The Year 1 thru Year 4 contact unit pricing comparison is the following:

- Guaranteed minimum price to be paid to Langton for all three mainline routes:
 - Year 1 (2019/2020 Season): \$75,000
 - Year 2 (2020/2021 Season): \$77,250 (3% Increase)
 - Year 3 (2021/2022 Season): \$79,572 (3% Increase)
 - Year 4 (2022/2023 Season): \$82,058.63 (3.13%)The guaranteed minimum price enables the contractor to commit upfront the required equipment and staffing levels to service the Village.
- Rate per mainline route for actual time spent over and above the guaranteed minimum:
 - Year 1 (2019/2020 Season): \$187.50/Hour
 - Year 2 (2020/2021 Season): \$193.13/Hour (3% Increase)
 - Year 3 (2021/2022 Season): \$198.93/Hour (3% Increase)
 - Year 4 (2022/2023 Season): \$218.82/Hour (10% Increase)

The total estimated cost for Snow and Ice Control Services on all three mainline routes for a snow season based on Year 4 unit pricing is approximately \$104,000.

STAFF ANALYSIS

On September 24, 2020, the Village Board approved the Year 2 and Year 3 Bid extension for the Roadway Snow and Ice Control Services to Langton Group. Based on acceptable performance for the Year 2 and Year 3 services, all is in order for consideration to approve Year 4 Bid extension to Langton Group.

The contract may be cancelled by the Village in whole or in part by written notice to the Contractor upon non-performance or violation of contract terms. The Village of Huntley reserves the right to terminate the service at any time during the term of the contract upon thirty business days written notice to the Contractor. Failure of the Contractor to deliver services within the time stipulated, unless extended in writing by the Village, shall constitute contract default.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies “*Organizational Excellence*” as a Strategic Focus and the following goal: “*Highest Level of Customer Service.*” Snow and ice control services provide a high and consistent level of service with concentration on increased safety and mobility of the transportation network to better facilitate movement of vehicular traffic, persons and goods within the Village.

FINANCIAL IMPACT

The FY23 Budget will be presented to include \$104,000 in the Streets, Utilities & Fleet Contractual Services Fund, 100-60-61-6375 for Snow and Ice Control Services.

LEGAL ANALYSIS

In accordance with State Statute, a bid waiver shall be approved by a vote of two-thirds of all the trustees then holding office, thus requiring an affirmative vote of four trustees, with the mayor not voting.

Mayor Hoeft asked if there were any questions or comments. There were none.

A MOTION was made to approve a Resolution Waiving Competitive Bid and Approving the Year 4 Contract Extension to Langton Group for Roadway Snow and Ice Control Services.

MOTION: Trustee Westberg
SECOND: Trustee Kittel
AYES: Trustees: Goldman, Holzkopf, Kanakarlis, Kittel, Leopold and Westberg
NAYS: None
ABSENT: None
The motion carried: 6-0-0

- i) Consideration – Resolution Waiving Competitive Bid and Approving the Year 4 Contract Extension to Greve Construction, Inc. for Downtown Area and Municipal Complex Snow and Ice Control Services

Director of Public Works and Engineering Tim Farrell said prior to the 2016/2017 winter season, the Building and Grounds Division of Public Works and Engineering was responsible for snow and ice control in the downtown area and at the Municipal Complex while the remaining Public Works staff concentrated on snow and ice control efforts within the Village roadway network. The design elements in the downtown such as parking lots, sidewalks, brick pavers, planters, ornaments, and traffic calming features require significant staffing resources for snow removal and compatible equipment with some handwork involved. In addition, there is a significant amount of work required at the Municipal Complex to keep the grounds safe and accessible for the general public and employees. For the past five seasons, the Village has contracted snow and ice control services in these areas. Continuing with the contract services approach, on August 9, 2019, the Village received bids from three contractors for Downtown Area and Municipal Complex Snow and Ice Control Services. Based on performance and at the discretion of the Village, the bids allowed for an annual contract extension for two additional seasons with the 2021/2022 Snow and Ice Season being the last year.

The Contractor will be responsible for providing general Snow and Ice Control Services as identified in the bid specifications for the following designated areas:

- Downtown Roadways
- Downtown Parking Lots and Alley
 - (NEW) Woodstock Street Parking Lot
 - (NEW) 1st Street Parking Areas
- Downtown Sidewalks and Brick Pavers including Square
 - (NEW) Woodstock Street Parking Lot Sidewalks
 - (NEW) Coral Street Drop Off
 - (NEW) Coral Street Sidewalk Extended Dwyer Street West to IL RT 47 Frontage Road

- McHenry County Visitor Center Parking Lot and Sidewalk
- Municipal Center Parking Lot and Sidewalk

Designated downtown roadways include Coral Street between IL RT 47 and Church Street; the frontage road that parallels IL RT 47 north of Coral Street; Main Street between IL RT 47 and Church Street; Dwyer Street between Coral Street and Main Street; 1st Street between Woodstock Street and Church Street; Woodstock Street between 1st Street and Main Street; and Church Street between the on-street parallel parking area north of 1st Street and the alley south of Main Street. Village Public Works staff shall be responsible for salting the designated roadways and parking lots.

STAFF ANALYSIS

On September 24, 2020, the Village Board approved the Year 2 and Year 3 Bid Extension for the Downtown Area and MC Snow and Ice Control Services to Greve Construction, Inc. Based on acceptable performance for the Year 2 and Year 3 services, all is in order for consideration to approve the Year 4 Contract extension to Greve Construction, Inc. The total estimated cost for snow and ice control services in the Downtown Area and Municipal Complex for the 2022/2023 snow season is approximately \$169,000.

The contract may be cancelled by the Village in whole or in part by written notice to the Contractor upon non-performance or violation of contract terms. The Village of Huntley reserves the right to terminate the service at any time during the term of the contract upon 30 business days written notice to the Contractor. Failure of the Contractor to deliver services within the time stipulated, unless extended in writing by the Village, shall constitute contract default.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies “Organizational Excellence” as a Strategic Focus and the following goal: “Highest Level of Customer Service.” Snow and ice control services provide a high and consistent level of service with concentration on increased safety and mobility of the transportation network to better facilitate movement of vehicular traffic, persons and goods within the Village.

FINANCIAL IMPACT

The FY23 Budget will be presented to include \$169,000 in the Streets, Utilities & Fleet Contractual Services Fund, 100-60-61-6375 for Snow and Ice Control Services.

LEGAL ANALYSIS

In accordance with State Statute, a bid waiver shall be approved by a vote of two-thirds of all the trustees then holding office, thus requiring an affirmative vote of four trustees, with the mayor not voting.

Mayor Hoeft asked if there were any questions or comments. There were none.

A MOTION was made to approve a Resolution Waiving Competitive Bid and Approving the Year 4 Contract Extension to Greve Construction, Inc. for Downtown Area and Municipal Complex Snow and Ice Control Services.

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

- j) Consideration – Ordinance Amending the Huntley Code of Ordinances – Title XI Business Regulations, Chapter 110 Alcoholic Beverages, Video Gaming and Electronic Sweepstakes Machines

Village Attorney Betsy Gates-Alford stated that the Village of Huntley regulates the sale of alcoholic beverages through its Liquor Control Ordinance in Title XI, Business Regulations, Chapter 110 Alcoholic Beverages, Video Gaming and Electronic Sweepstakes Machines.

STAFF ANALYSIS

A new definition is being proposed to accommodate a request from the Knights of Columbus (KOC) of St. Mary Church Huntley to conduct a casino night in October 2022. The KOC has applied and received an Illinois Charitable Gaming License, which is issued only to not-for-profit organizations and is good for two years and four events per year. Current Village Code prohibits gambling on the premises of a liquor license holder with the exception of video gaming terminals or devices pursuant to the Illinois Video Gaming Act. The new definition clarifies that certain activities are not considered gambling as it relates to Chapter 110 of the Village Code and the sale of alcohol.

The proposed language change for Chapter 110 of the Code of Ordinances was prepared by the Village Attorney as outlined in bold below:

§ 110.01 DEFINITIONS

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

* * *

GAMBLING. Playing a game of chance or skill for money or other thing of value (unless excepted below); making a wager upon the result of any game, contest, or political nomination, appointment, or election; or committing any other act or acts that would constitute the offense of gambling as defined in the Illinois Criminal Code. Gambling includes operating, keeping, or using any gambling device or setting up, operating, or promoting any gambling game, wager, pool, lottery, or other gambling activity. For purposes of this Chapter, gambling does not include any of the following, provided that such activities are conducted in compliance with all applicable Village ordinances, licensing requirements, and other laws:

- (A) Offers of prizes, awards, or compensation to the actual contestants in any bona fide contest for the determination of skill, speed, strength, or endurance or to the owners of animals or vehicles entered in such a contest;**
- (B) Games of skill or chance where money or other things of value can be won but no payment or purchase is required to participate;**
- (C) The game of “bingo” when conducted in accordance with the Illinois Bingo License and Tax Act;**
- (D) The purchase and sale of lottery tickets for lotteries conducted by the State of Illinois in accordance with the Illinois Lottery Law;**
- (E) Raffles and poker runs when conducted in accordance with the Illinois Raffles and Poker Runs Act;**
- (F) Charitable games when conducted in accordance with the Illinois Charitable Games Act;**

(G) Pull tabs and jar games when conducted in accordance with the Illinois Pull Tabs and Jar Games Act; or

(H) Video gaming terminals, devices, and games at a licensed establishment when conducted in accordance with the Illinois Video Gaming Act.

§ 110.21 APPLICATIONS

* * *

(B) The application shall contain the following information and statements:

* * *

(9) A statement that the applicant will not allow gambling devices or gambling on the premises except video gaming terminals or devices pursuant to the Illinois Video Gaming Act **or other games or activities that are expressly excluded from the definition of “gambling” as set forth in Section 110.01 of this Chapter.**

§ 110.52 GAMBLING, DISORDERLY CONDUCT, SALE TO MINORS

(A) The Liquor Control Commission may suspend or revoke any license at any time it is found that any licensee shall keep, possess, maintain or allow on the premises any gambling devices, book making, betting or any machine or game used for gambling purposes except video gaming terminals or devices pursuant to the Illinois Video Gaming Act **or other games or activities that are expressly excluded from the definition of “gambling” as set forth in Section 110.01 of this Chapter.**

LEGAL ANALYSIS

The Village Attorney prepared the code amendment and all is in order for Village Board consideration.

Mayor Hoeft asked if there were any questions or comments. There were none.

A MOTION was made to approve an Ordinance Amending the Huntley Code of Ordinances – Title XI, Business Regulations, Chapter 110 Alcoholic Beverages, Video Gaming and Electronic Sweepstakes Machines.

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

VILLAGE ATTORNEY’S REPORT: None

VILLAGE MANAGER’S REPORT: None

VILLAGE PRESIDENT’S REPORT: Mayor Hoeft stated the Farmers Market is downtown Saturday the 10th from 8am - 1pm. He said the Hootenanny will also take place downtown on Saturday with Main Street being closed from Route 47 to Haligus Road beginning at 6:45 p.m.

UNFINISHED BUSINESS: None

NEW BUSINESS: Trustee Kanakaris asked if the size of a residential garage could be addressed with the new building codes. He asked if the mandated size for a typical garage could be 10' and 20' instead of the 8' and 18' size they are now. Village Manager Johnson said that could possibly be arranged when negotiating a development agreement with a new developer or within an annexation agreement, but garage sizes are not typically dictated with the Code of Ordinances. Director Nordman agreed saying he has never seen that with a Village or State code. Trustee Kittel added that by making a standard residential garage that big, it may infringe upon a porch or the overall size of the house. Village Manager Johnson said staff would research the possibility of making the larger size garage standard by code and provide the information to the Village Board.

Trustee Holzkopf said she would like to point out that the food pantry is in need of personal care products, pasta, cleaning supplies and certain canned goods. She added that she would like to recognize that September is Childhood Cancer Awareness month and would like to acknowledge the children and families who are currently battling or have battled with that terrible disease.

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 8:44 p.m.

MOTION: Trustee Holzkopf

SECOND: Trustee Kanakaris

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Rita McMahon
Village Clerk