

**PLANNING AND DEVELOPMENT COMMITTEE**  
**McHenry County Government Center – Administration Building**  
**667 Ware Road – Conference Room A**  
**Woodstock, IL 60098**

Minutes of Thursday, June 15, 2006

Ann Gilman, Chairman

Marie Chmiel

Jim Heisler

Peter Merkel

Marc Munaretto

Virginia Peschke

Barbara Wheeler

Chairman Gilman called the Planning and Development Committee meeting to order at 8:15 a.m. The following members were present: Ann Gilman; Marie Chmiel; James Heisler; Marc Munaretto; and Pete Merkel. Virginia Peschke and Barbara Wheeler were absent. Also in attendance: Planning and Development Department staff members; interested public; and press.

MINUTE APPROVAL

Mr. Heisler made a motion, seconded by Mr. Munaretto, to approve the regular session minutes of the Planning and Development Committee meeting of June 1, 2006. The minutes were approved with a unanimous voice vote.

PUBLIC PARTICIPATION

None

PRESENTATION

None.

SUBDIVISIONS

None

OLD BUSINESS

*Plan Commission Applicants – Supplemental Questionnaire:* In response to the Committee's previous request, Ms. Ehardt submitted a proposed list of 14 questions that could be used as part of the application process for Planning Commission candidates or during the interviews. Members reviewed the questions and made the following revisions:

#2 - When asking candidates if they can commit to up to two meetings each month, a date certain for these meetings should be included. After a discussion, members agreed to a meeting date of the 2nd Thursday of each month at 5:30 p.m.

#3 – Members felt the use of the word "vision" was too broad / abstract. This question will be changed to ask what they foresee the County looking like in 20 to 30 years.

Mr. Heisler requested that a question be added asking if the applicant has attended any meetings of the planning commission in the past and if so, what were their observations. Members agreed. This question will be raised during the interview process.

It was noted that many questions are inter-related, but answers to each one will indicate a consistency in responses. Members felt questions 1, 4, 5, 6, 8, 9, 10 and 13 should be given with the application so candidates can respond to these in writing. Questions 2,3,7, 11, 12 plus Mr. Heisler's added question will be asked during the interview process.

Mr. Munaretto asked that question 8 be changed to ask the candidate to describe their inter-personal style in a group environment. Members agreed.

Approved: 7/20/06

Members also agreed that only the candidate being interviewed should be in the room during this process. Other candidates will be asked to wait in another room / location. Interviews will be conducted at meetings other than regular meetings. Members agreed that with evening interviews beginning at 5:30 p.m., each interview will last from 20 to 30 minutes. Candidates from the same district will be interviewed on the same evening if possible.

The Committee will review all applications and determine candidates to be interviewed based on qualifications.

Ms. Ehardt reviewed a proposed timeline for the selection process and members agreed with the schedule. The secretary was directed to publicize the acceptance of applications with a deadline for submission of July 14, 2006.

*Land Use Plan – Discussion:* Ms. Ehardt noted that each member has been provided a CD of the Land Use Plan that was forwarded to the County Board. Chairman Gilman asked that this information be reviewed for discussion at the next meeting.

#### NEW BUSINESS

*Kim Hankins – Seminar Follow-up:* Ms. Hankins addressed the Committee and provided a summary to the Groundwater seminar that was held in May. Total attendance was 169. Representatives from municipalities and surrounding counties attended this event. The event was well-received. Members asked Ms. Hankins for her recommendations on what would be the next step. Ms. Hankins stated there must be a person to take the lead on a groundwater project, she recommended a person with a connection to the County with a scientific background. She noted that the Village of Algonquin has information that could be used and the Resource Information provided during the seminar includes numerous informational websites. She stated that the Defenders has adopted Groundwater as their educational project. They will be partnering with other groups and will be meeting with the County Administrator to discuss this project. She also pointed out the need for groundwater level monitoring. Chairman Gilman agreed with Ms. Hankins' observations, noting the importance of getting data on wells and a plan to measure water quality and quantity. Ms. Ehardt stated there are state maps available from several years ago that were based on potable water and drinking wells. She noted there is a lot of information available, but this information needs to be brought together. The Health Department should also have an inventory of private wells within the County. Members noted that the County also has a Groundwater Study. The next step should be a determination of groundwater needs. Chairman Gilman stated that several years ago there was a Natural Resources Committee which perhaps was formed too soon. She noted that the County Board needs to decide how to move forward and what Committee will take on this project. She commented that Chairman Koehler would like the P & D Committee to take on this venture. Mr. Munaretto noted that Standing Committees are usually re-evaluated by the County Board Chairman after the elections. He also stated it is hard to determine what farms are worth saving and what farms are not. Ms. Hankins stated she would follow-up with Baxter and Woodman, Marengo Well and John Huemann. Chairman Gilman asked that Ms. Hankins also contact surrounding Counties, including DuPage County that has a Groundwater Commission. Ms. Ehardt pointed out that groundwater and Stormwater do not always go hand-in-hand and should probably not be put together at this time. She also noted that P & D Staff would be focused on the Land Use Plan over the next two years. Mr. Munaretto stated there is no reason an outside entity could not be engaged to develop the Groundwater Resource Plan. Ms. Hankins agreed, noting that there is a lot of assistance available. Mr. Munaretto stated the hard part in dealing with a consultant is letting them know exactly what we want and what our goals are, this will take some thoughtful discussions to get this work accomplished. Chairman Gilman stated she would like to discuss this further with a Resolution being sent to the County Board, she asked Ms. Hankins if she could put together some goals and objectives and bring this information to the July 20<sup>th</sup> P & D meeting for further discussion. Ms. Hankins stated she would be happy to do so.

Chairman Gilman stated the P & D meeting scheduled for July 6<sup>th</sup> will be canceled.

*Zoning Board Applicants – Supplemental Questionnaire:* Ms. Ehardt stated she would develop a questionnaire for the ZBA applicants, using many of the questions that will be used for the Planning Commission.

Chairman Gilman suggested that the Agenda include a notation that "Public Comment is limited to Agenda items. Mr. Munaretto stated he would be opposed to such a statement, noting that the Public should be welcomed to attend and comment on anything during public participation. He noted that although zoning is a legislative process, the Committee should not impede anyone from coming to speak for the allowable three minutes. Other members stated they were uncomfortable with someone speaking on a zoning issue. Mr. Munaretto stated that the Rules of Public Participation need to be clear at the beginning and those speaking on zoning issues should be directed to the ZBA. It was agreed that the Agenda will remain as is.

*Program Year 2006 Housing Investment Partnership (HOME) Allocation:* The Committee reviewed the Community Development Block Grant recommendations for the allocation of HOME program funds for 2006. Mr. Munaretto made a motion, seconded by Ms. Chmiel to recommend the County Board approve a Resolution authorizing the allocation of HOME Program funds for Year 2006. Mr. Heisler raised concerns with the project in Marengo and asked how the current tenants would be relocated. Ms. Nueschen stated they will need to pay for the relocation. She also stated that mold has been found that must be addressed. After further discussion, the vote was called. The motion carried with all members present voting aye on a voice vote.

REPORTS

*Stormwater* – The next meeting is scheduled for August. The by-laws have been finalized and will be submitted to the P & D Committee for consideration.

*NIPC* – Chairman Gilman attended a water resources meeting yesterday. She reported that a large issue with hormones in water has been noted by the City of Chicago. She felt the County's Health Department should be made aware of this issue.

*MCCD* – No report

*Planning Commission* – Nothing additional to report

*Imagine McHenry County* – No report

EXECUTIVE SESSION:

None

ADJOURNMENT

Mr. Merkel made a motion, seconded by Mr. Heisler, to adjourn at 9:45 a.m. The motion carried with a unanimous voice vote.

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**RECOMMENDED FOR BOARD ACTION:**

Resolution authorizing HOME Program fund allocations for program year 2006

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