

**VILLAGE OF CHANNAHON
COMMITTEE MEETING
JULY 17, 2006**

Village President Joe Cook called the meeting to order at 6:00 p.m. with Trustees Davidson, Militello, McMillin, Lyons and Greco were present. Trustee Nash was absent.

Also present were Village Administrator Jamie Bowden, Village Attorney Dave Silverman, Director of Finance Robert Guess, Chief of Police Steve Admonis, Director of Public Works Ed Dolezal, Director of Community Development Mike McMahon, and Village Clerk Eileen Clark.

ADMINISTRATION DEPARTMENT

An Ordinance Authorizing an Amendment to An Employment Agreement with Jamie Bowden

Village Administrator Jamie Bowden stated the ordinance will not be needed as things have changed. He will have a double closing on Friday July 21, 2006.

COMMUNITY DEVELOPMENT DEPARTMENT

Concept Review – McDonald Woods

Bud McDonald is seeking Board of Trustees input on a proposed 60-acre parcel immediately east of the Voss parcel on McKinley Woods Road and west of Oakview. There 115 lots proposed with 9 duplex units. The remaining lots will be single-family. Main access to the property will be on Bridge Street, with secondary access through the Voss and Morphew Parcels.

Trustee Nash entered the meeting at 6:15 p.m.

Staff met with the applicant on June 13, 2006. A number of issues were discussed including: flood plain, lot size, stormwater detention, retention of the wooded area and the ravine. Staff was particularly concerned about flag lots, private roads, shared driveways and developing so extensively into the ravine.

On July 10, 2006, the Planning and Zoning Commission reviewed the concept plan and made the following comments:

1. Concern about accessibility on a 24' private road.
2. Are shared driveways practical?
3. Tree destruction should be at a minimum and possibly mandated in the annexation agreement.
4. Concern about accessibility to Lot 61 and 55.
5. Sidewalks on both sides of the streets in the uplands and a riding path on one side of the street through the ravine sections to minimize tree removal.

Director of Community Development Mike McMahon stated staff requests input on the Concept Plan for McDonald Woods.

**Ravines of Channahon-Ordinance Executing an Annexation Agreement-1st
Read-Ordinance Approving A P.U.D. – 1st Read**

Director of Community Development Mike McMahon stated that on April 3, 2006, the Village approved an amendment to the original Annexation Agreement with the Ravines of Channahon, LLC. An ordinance is required approving the Amended Annexation Agreement.

Discussion followed.

Staff recommends that the Village Board of Trustees approve the Ordinance Approving the Amended Annexation Agreement with the Ravines of Channahon LLC.

Planned Unit Development-Ravines of Channahon

Director of Community Development Mike McMahon stated that N. Gene Briscoe is requesting a special use permit to rezone 19.18 acres at the northwest corner of U.S. Route 6 and the DuPage River from R-1 to R-3 Planned Unit Development (PUD) for a senior housing development. The applicant is proposing a private, gated, active senior community of 24 duplex units. Access to the site will be at U.S. Route 6 pending IDOT permit approval.

On August 8, 2005, the Planning and Zoning Commission (PZC) held a public hearing for the Preliminary Plat and PUD. The PZC approved the request contingent upon amendment to the annexation agreement. The property was part of the original Ravine Woods annexation agreement. Under the annexation agreement, this property was to be developed with 9 single-family lots. The applicant is proposing an amendment to the annexation agreement to allow for the proposed changes.

On April 3, 2006, the Board of Trustees approved the preliminary plat and the amended annexation agreement.

The developer has requested a PUD zoning to accommodate five aspects of the plan that do not meet Village Code:

1. A private street is proposed.
2. Sidewalks are proposed to be omitted along the outer ring of the private street.
3. The building setbacks are proposed to be reduced from 30' to 25' from the structure to the back of curb.
4. Due to the nature of the common areas, proposed lot sizes will be reduced to the size of the building footprint. The remaining open space will be under common ownership by the homeowners association.
5. Due to the nature of the commons area, proposed lot widths will be reduced to the length of the building width. The remaining open space will be under common ownership by the homeowners association.
6. Fencing will be 6' instead of 5'.

The applicant is providing significantly more landscaping than Village Code requires. Plantings, sidewalks and a gazebo will be placed in the center common area. Due to the nature of the

private streets and the gated aspect of the development, the applicant has indicated that the residents can safely walk on the street or in the center common area, resulting in the elimination of sidewalks on the outer edges of the private drive. A bike path will be located along U.S. Route 6, per the annexation agreement. The remaining portion of the site (Lot 27) will be dedicated to the Channahon Park District. An easement will be provided to access the Ravine Woods lift station site.

The Village's Comprehensive Land Use Plan identifies this area as single-family residential.

Due to the Letter of Credit for improvements to Route 6 (per the Annexation Agreement) not being submitted to the Village, staff recommends 2nd read not be waived.

Discussion followed.

Staff recommends that the Village Board of Trustees approve the Ordinance approving the Planned Unit Development for the Ravines of Channahon.

Final Plat – Ravines PUD

Director of Community Development Mike McMahon stated N. Gene Briscoe is requesting approval of the Final Plat for the Ravines.

The applicant plans to develop a private, gated, active senior community of 24 duplex units under R-3 Planned United Development (PUD) zoning. This property was originally part of the Barr Vav (Ravine Woods) Annexation Agreement.

On August 8, 2005, the Planning and Zoning Commission (PZC) held a public hearing for the Preliminary Plat and PUD. The PZC approved the request contingent upon amendment to the Annexation Agreement.

On April 3, 2006, the Board of Trustees approved the Amended Annexation Agreement and the Preliminary Plat. The Amended Annexation Agreement called for the applicant to provide a Letter of Credit for improvements to Route 6 from the River west to Bell Road. At this time, the applicant has not provided the Letter of Credit.

On July 10, 2006, the Planning and Zoning Commission recommended to the Board of Trustees approval of the Final Plat for the Ravines.

All engineering elements of the plan conform to Village Code.

Discussion followed.

Staff recommends the Final Plat of the Ravines PUD be approved contingent on the Village receiving a Letter of Credit for Route 6 improvements from the River west to Bell Road as mandated by the Illinois Department of Transportation.

School and Park Land Donation

Village Administrator Jamie Bowden stated the surround communities have recently approved the \$75,000 per acre land value.

We have previously received request for the School District for the increase and verification by their appraiser.

The average size lot is 1/3 of an acre. Total average is \$73,776.00. The \$75,000.00 value is attributed one acre of improved.

Recommendation for the Board to approve the ordinance mending the per acre value of \$75,000.00.

The Village will require updated intergovernmental agreements prior to release of any new fees.

Resolution Authorizing the Execution of Intergovernmental Agreements between The Village of Channahon and Channahon School District 17, Joliet Township High School 214, Minooka District 111, Minooka District 121 and the Channahon Park District

Discussion followed.

McMurtry Subdivision – Release of Letter of Credit

Director of Community Development Mike McMahon stated the Public Works Department has determined the public improvements for McMurtry Family Properties are complete and are satisfactorily installed.

The developer is requesting the final two-year maintenance bond be released in the amount of \$788.00.

Release the Maintenance Bond Letter of Credit #2203 in the amount of \$788.00 for the McMurtry Subdivision.

FINANCE DEPARTMENT TIF Report Proposal

Director of Finance Robert Guess stated the Aux Sable Liquid Products project started in 1997 and became operational in 2000. We are required to have an annual TIF generated to satisfy legal requirements in conjunction with the audit.

Kane, McKenna and Associates, Inc. have prepared every report since the beginning. They annually estimate the cost not to exceed \$2,500 and we only paid \$1,233.75 for last year's report.

The Village is very satisfied with the work performed by Kane, McKenna and Associates, Inc.

and recommends their hiring.

We recommend the approval of the proposal from Kane, McKenna and Associates, Inc. in the amount of \$2,500 for the preparation of the Village's annual TIF Report. We have included a copy of Kane, McKenna and Associates, Inc.'s proposal for your review.

Hiring of Temporary Help

Director of Finance Robert Guess stated Wendie Wojack's pregnancy dictated a leave of absence that the Board has approved through September 30, 2006. We have previously asked the Board permission to obtain temporary help and the Board has approved.

We have interviewed three candidates from two different services and are requesting the Board's approval to hire Amy Jackson through Kelly Services at a rate of \$17.18 per hour. Their fee includes the employee's pay rate, State, Federal and FICA taxes, workers' compensation and unemployment insurance.

The cost of these services will be charged against the existing budgeted code of 01-50-460.000 that exists for Wendie's position.

We recommend the hiring of Kelly Services and specifically Amy Jackson at a rate of \$17.18 per hour as a temporary replacement for Wendie Wojack who is on maternity leave.

POLICE DEPARTMENT

Chief of Police Steve Admonis stated he would like to postpone the item on the agenda.

PUBLIC WORKS DEPARTMENT

Change Order #1 for Well 6 Well Drilling Contract

Director of Public Works Ed Dolezal stated the Village entered into a contract with Layne-Western to drill a deep well. That project is complete and we are ready to make final payment. Prior to final payment change order #1 needs to be approved. It shows a net deduction of \$30,830.00 to the contract. The change order is attached and shows the itemization of changes to the contract. Changes were generally due to modifications made to meet field conditions that became apparent during construction.

A motion to approve Change Order #1 in the deduct amount of \$30,830.00 is requested.

Contract to Furnish and Install an Automatic Meter Reading System

Director of Finance Robert Guess stated the meter reading system currently being used by the Village has become obsolete. The meters are no longer being manufactured by the supplier, Badger Meter. Additionally, the method of accessing the meters over telephone lines is also becoming outdated. Numerous residents have expressed their desire to only use cell phones or

Voice Over Internet but cannot stop the landline service due to our need to read the water meters. We have also experience trouble reading our current meters from poor reception over the telephone lines, which is probably caused both by the service and quality of the modem in the meters. These reasons have caused us to recommend a new meter reading system and meter provider. The new system uses Neptune meters and readings are collected by radio frequency while driving around a collection route.

Staff from the Public Works Department and Finance Department initially considered five meter systems. Through a process that involved visits to three other communities, reference checking, internal discussions, and the review of responses to a Request for Proposals, we found Northern Water Works Supply to be the best provider to perform a meter change out program and supply new meters to the Village. Northern Water Works Supply also was the lowest cost for the three year change out program and accepted all the requirements stated in the request for proposals without modification.

The program is budgeted at \$262,000 under 31-70-630.000 for FY 2006-2007. We are planning a three year change out program but the contract should allow us to accelerate or decelerate the program. We anticipate the new system will minimize the number of meters that must be estimated each month and time spent by the Billing Clerk working with residents on meter read problems. Public Works staff will increase workload to drive the route collecting the readings but this time should be more than offset by less time spent on meter repairs that are mostly due to phone line problems now.

A motion to execute the contract with Northern Water Works to furnish and install an automatic meter reading system in the Village of Channahon.

Submitted by
Eileen Clark
Village Clerk