

**CHANNAHON VILLAGE BOARD
COMMITTEE MEETING
JUNE 19, 2006**

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

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

ADMINISTRATION DEPARTMENT

Village Administrator Jamie Bowden introduced Michael McMahan, the new Director of Community Development.

Village Administrator Jamie Bowden stated no formal item for discussion.

COMMUNITY DEVELOPMENT DEPARTMENT

Concept Review – Anderson Parcel

Chief Building Official Dave Cavanaugh stated the Dave Anderson is interested in constructing a commercial building of 11,700 sq. ft. on a parcel at Frontage Road and Canal Street. The property would need to be annexed and rezoned to C-3. Presently, there is no water/sewer service available. Applicant will be making a cash contribution for road improvements. Deeper detention will be provided with reverse backflow preventer. Outside storage would be limited and fenced. The fire department will address access issues. Mechanicals will be screened. The Planning and Zoning Commission was favorable to the Concept Plan.

Staff is seeking input from the Board of Trustees regarding the proposed building.

Concept Review-Serena Parcel

Chief Building Official Dave Cavanaugh stated Bello Terra Properties is proposing to construct retail buildings along Ridge Road between Saxony Drive and Bluegrass Drive. The property in question will need to be Final Platted before a Site Plan can be approved. The applicant would like to gain feedback from the Board of Trustees before moving forward with the project.

There will be 20,400 sq. ft. of retail space in two buildings. Spaces will range from 1500 sq. ft. to 10,000 sq. ft. The driveway will have curbs and gutters and will extend behind the building there will be employee parking behind the unit as well as enclosed dumpsters. Landscaping will be placed in the parking lot. The front of the buildings are proposed to be glass with architectural concrete.

The proposed building will be of a contemporary design. Lots of green space and a water element will be incorporated. Building mechanicals will be screened and signage will be uniform. A variety of concrete textures will be used on the walkways and open space.

Marty Serena presented some ideas of how the buildings will look and buildings in the northern suburbs. He also presented some samples of the materials to be used in the construction of the buildings.

Staff is seeking input from the Board of Trustees regarding the proposed buildings.

Consensus of the Board of Trustees was favorable regarding the proposed buildings.

Trustee Nash entered the meeting at 6:10 p.m.

Proposed Text Amendment Regarding Site Plan Approval

Chief Building Official Dave Cavanaugh stated the Planning and Zoning Commission held a Public Hearing on the Ordinance Amending the Site Plan Review Process. After lengthy discussion on June 12, 2006, the Planning and Zoning Commission voted not to recommend the ordinance amending the Site plan Review Process. Ordinance is up for 1st Read.

The Board of Trustees needs to take action to approve the Ordinance amending the Site Plan Review Process.

Consensus of the Board of Trustees is that they would like some time to review the Ordinance.

FINANCE DEPARTMENT

Village Telephone System Upgrade

Director of Finance Robert Guess stated the Village's current telephone system was put in place when we moved into the new Village Hall in April 2003 and was purchased from NITEC at a cost of \$24,255.85. Since that time we have had some minor changes that were necessary. At the time of installation, some aspects of the system were put off due to perceived budget problems with the building project.

We are proposing changes to the system that will enhance the capabilities of the system as well as give a better accounting of our telephone expense. They are as follows:

A fully integrated system including our public works and police satellite building.
Password protection for long distance phone calls.

A monthly accounting report that will gives us more accurate charges by department.

The fully integrated system will cut telephone costs because we will not have to have the separate lines for the public works facility. The password protection will help us monitor long

distance calling. Presently, we do not have the time or staff to check each phone bill for long distance usage. This upgrade will not only keep track of long distance calls but will, also, pinpoint who is using the system and where they called. We will be able to control who has access to long distance service.

Our present accounting for charges to each department is based on charges on certain lines that were brought over from the old building and charges from new lines that were added to the new building. The software of this upgrade will be able to keep track of each phone and then we can charge the appropriate department for their charges.

This item is budgeted for the Capital Improvement Fund under line item 11-50-603.000. The total cost of this upgrade is \$9,935.92.

Mr. Tom Manigan of NITEC was present to answer any questions the Board may have had.

We are requesting that the Board of Trustees approve the proposal from NITEC to upgrade the Village's telephone system at a cost of \$9,935.92.

POLICE DEPARTMENT

Chief of Police Steve Admonis stated no formal item for discussion.

PUBLIC WORKS DEPARTMENT

Director of Public Works Ed Dolezal stated he and Director of Finance Robert Guess visited area communities in the ways that water billing is done.

Discussion followed.

EXECUTIVE SESSION

Trustee McMillin made the motion to go into Executive Session to discuss pending litigation and discuss appointment, employment, dismissal, compensation, discipline and performance of an employee of the Village of Channahon. Seconded by Trustee Nash.

ROLL CALL AYES: Nash, Militello, McMillin, and Greco

NAYS: NONE

MOTION CARRIED

Trustees Davidson and Lyons were absent.