

**CHANNAHON VILLAGE BOARD
COMMITTEE MEETING
FEBRUARY 5, 2007**

Village President Joe Cook called the meeting to order at 6:00 p.m. with Trustees Nash, McMillin, Lyons and Greco present. Trustees Davidson and Militello 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 Public Works Ed Dolezal, Director of Community Development Mike McMahon and Village Clerk Eileen Clark.

COMMUNITY DEVELOPMENT DEPARTMENT

Presentation of the Route 6 traffic Study

Director of Community Development Mike McMahon stated in September 2006, the Village of Channahon commissioned Strand Associates to prepare a traffic study for the Route 6 and I-55 interchange factoring nearly 1,000 acres of nearby vacant and potentially developable properties.

Strand focused on the traffic impacts of trips that will be added if the potential developments become reality. The study identifies the existing PM peak-hour traffic volumes and evaluates the existing traffic operations; predicts the traffic that will be generated by the potential developments during the PM peak-hour traffic operations with the potential developments; and identifies transportation improvements to accommodate the traffic generated by the potential developments.

The study area includes the properties in the four quadrants directly adjacent to the I-55 interchange with following intersections being evaluated:

- Northbound West Frontage Road and US 6
- Southbound West Frontage Road and US 6
- Southbound I-55 ramps and US 6
- Northbound I-55 ramps and US 6
- East Frontage Road and US 6

In addition to the potential developments adjacent to the I-55 interchange, a background growth rate of 2.0 percent per year was also applied for the existing traffic. The growth rate is representative of historic trends and is therefore a good estimate of the impact continued development beyond the immediate study area will have.

Based on the current traffic load and potential future developments, Strand developed two alternatives to improving the interchange and frontage roads. Alternative 1 provides a six lane cross section of the Route 6 bridge deck. Consequently, intersections up and downstream of I-55 are limited to three through lanes in each direction. Traffic modeling suggests that a PM peak-hours the overall intersection will operate at level of service (LOS)

D or better with specific intersections operating at LOS E and F, typically considered acceptable for urbanized areas.

Trustee Gary Davidson entered the meeting at 6:24 p.m.

Alternative 2 provides an eight lane cross section on the Route 6 bridge. This allows intersections up and downstream of I-55 to provide four through lanes where necessary. Traffic modeling of Alternative 2 suggests that overall the intersections will operate at LOS D or better at PM peak-hours.

Strand then developed planning level Opinions of Probable Construction Cost (OPCC). OPCC's are based on the horizontal footprints of the alternative improvements. The costs are presented in 2006 dollars and are to be used for the purpose of general information only.

The total OPCC for alternative 1 is \$29,854,440 and \$33,345,000 for alternative 2. The bridge deck OPCC is \$6,500,000 and \$8,000,000 respectively. These numbers do include the widening of Route 6, realigning the Frontage Roads, and signalization. It does not include the acquisition of right-of-way if needed.

Strand determined how the Village can allocate these costs associated with future capacity expansion on the interchange. The study calculated three ways to do so as listed below.

- Assess future developments \$365 per forecasted daily trip.
- Assess future developments \$4,130 per forecasted PM peak-hour trip.
- Assess future developments \$31,360 per acre.

Each of the three methods above will produce a different assessment value. The Village may use the range of calculated values to determine an appropriate assessment on a case-by-case basis. Alternatively, if a single method is desired for all developments, we recommend using calculations based on forecasted daily trips.

Director of Community Development Mike McMahon introduced Jeff Held with Strand Associates and gave a presentation of the study.

Trustee Debbie Militello entered the meeting at 6:30 p.m.

Requested Action: Review and comment.

Coldwell Banker-Honig Bell Site Plan

Director of Community Development Mike McMahon stated that on March 20, 2006, Coldwell Banker Honig-Bell, located at Route 6 and Reed Street, came before the Village Board with a request to expand and remodel its existing 2,000 sq. ft. building. The Board approved the request contingent on the current septic system being adequate and the site development process be followed.

In May of 2006, the Planning and Zoning Commission, as well as the Village board, reviewed the concept Plan for the new Coldwell Banker Building. Both the Commission and board were in favor of the Concept Plan.

On January 8, 2007, the Planning and Zoning Commission reviewed the Site Plan. The original plan to remodel and expand the existing building was changed to include a new building. Staff felt the Site Plan could go forward because the architectural elevations, landscape plan, etc. were consistent with the original Concept Plan. The Commission recommended approval to the Village Board, conditioned on receiving easement rights and a letter of credit for grading.

The engineering, site plan, and landscape plan are consistent with Village Code and the Commercial Design Guidelines. The applicant has not provided new signage or a lighting plan for review. Both will be addressed at the time of building permit issue.

The engineering plans have been approved by staff.

Requested Action: Staff recommends the Village Board approve the Coldwell Banker-Honig Bell Site Plan in accordance with the reviewed plans.

Community Development Department Administrative Assistant

Director of Community Development Mike McMahon stated that on December 4, 2006, the Village board approved Mitch Austin for the new Code Enforcement Officer position. Staff immediately began the process to fill the vacant Administrative Assistant position.

On January 5, 2007, a job notice was advertised internally. Two applications were received by the January 15 closing date. Lydia Ledesma met all the requirements and was offered the position contingent on Village board approval. Ms. Ledesma is the current Inspection Coordinator in the Building Division, has been with the Village for 5 years and is a member of Local 150 at Step 2 on the salary schedule. Staff is recommending she remain at Step 2 at an hour rate of \$17.15 per hour. This will be an \$.81 per hour increase from her current salary.

Requested Action: Staff recommends the Village Board approve the promotion of Lydia Ledesma to the community Development Department's Administrative Assistant position at a beginning hour rate of \$17.15 per hour.

Purchase of New Community Development Department Vehicle

Director of Community Development Mike McMahon stated that the FY 2006-2007 Village Budget includes the purchase of a new vehicle for the Building Division. Staff contacted the State of Illinois Joint Purchase Program's contracted vehicle supplier for a list of approved vehicles.

Staff identified a 2007 Dodge Dakota ST Quad Cab 4x4 mid-size pickup at a base price of \$15,185. Staff would like to add one option for power windows, locks, and remote keyless entry for \$795.00. With \$225.00 for delivery, the total cost to the Village is \$16,205.00.

This vehicle will replace the 1996 Ford Crown Vic that has 126,000 miles and is now used as a spare vehicle. It will be sold at the next DuPage Mayors and Managers Conference semi-annual Vehicle and Equipment Auction held in June.

Laron Sullivan, Building Inspector, will be assigned the new vehicle.

Requested Action: Staff requests the Village Board approve the purchase of a 2007 Dodge Dakota mid-size pickup at total price of \$16,205.00 through the State of Illinois Joint Purchase Program.

FINANCE DEPARTMENT

An Ordinance Designating Authorized Banks and Investment Pools as Depositories for the Village of Channahon

Director of Finance Robert Guess stated the Village is required by law to publish a list of approved banks and depositories for the Village's money and funds. The last time the Ordinance was changed was in December of 1997.

Since that time most of the banks have changed owners and/or names. We have new banks that have opened up locally, plus some other new banks in the immediate area.

Therefore, we need to update the list of banks and depositories. With more banks to choose from we are able to get very competitive rates for investments and loans.

Requested Action: We are asking the approval of the new Ordinance with the updated and upgraded list of banks and depositories.

POLICE DEPARTMENT

Purchase Vehicles for 07/08 Fiscal Year's Budget

Chief of Police Steve Admonis stated that included in the Board Agenda packet is a copy of the notice that Landmark Ford in Springfield, Illinois has been awarded the State Contract for 2007 Ford Crown Victoria Police Vehicles.

The vehicles requested are two 2007 Ford Crown Victoria Police Interceptor package with standard equipment. The costs of these vehicles are \$38,654.00 and will be programmed into the 2007/2008 Budget Year.

Requested Action: I am requesting that the Channahon Village Board authorize the Police Department to place an order for two (2) 2007 Ford Crown Victoria for a cost of \$38,654.00.

PUBLIC WORKS DEPARTMENT

Purchase of Replacement Snow Plow

Director of Public Works Ed Dolezal stated that Public Works is requesting the purchase of one (1) Flink 29HHTTPY11PA45 snow plow as a replacement for truck #7". This plow has been repaired more times than any other plow we have in our fleet. Because of the metal material it has welds on welds. As you are aware these plows help us maintain our roads during snow events. If this plow should fail during an event not only will the plow be out of service but so will the truck with the plow. The plow will be of the same manufacture but of different material to help cut down on the corrosion that will extend the life of the new plow. The plow is our standard 11" cutting edge with a poly plastic backing.

We are requesting for the Village board to approve the purchase of the Flink 29HHTTPY11PA45 snow plow from Bourbonnais Supply Inc. (BSI) of Bourbonnais, Illinois in the amount of \$9,493.00. Bourbonnais Supply Inc. is the company that has built our snow plow trucks in the past. This is a budgeted item under line 11-53-630.000.

Staff has reviewed this item and is recommending approval of this purchase from Bourbonnais Supply Inc.

Requested Action: Request a motion to purchase the Flink 29HHTTPY11PA45 snow plow replacement from Bourbonnais Supply Inc. in the amount of \$9,493.00 of Bourbonnais, Illinois.

Southern Crossing Unit 2 Letter of Credit Reduction

Director of Public Works Ed Dolezal stated Southern Crossings-Unit 2 is the commercial portion of Southern Crossings Subdivision. Construction for Steps 1&2 (underground, curb, asphalt binder, and lights) has been found by staff to be in compliance with a request for guarantee reduction. At this time the developer has not asked for acceptance of the improvements, just a reduction of the Subdivision Guarantees for these steps. The Village currently holds Letters of Credit in the amounts of:

Step 1	\$890,463
Step 2	\$347,661

The above numbers represent the amounts of the original LOC's. If reduced the Village would hold:

Step 1	\$178,093
Step 2	\$ 69,532

This could represent the minimum allowable reduction sum, or 20% of original LOC, for these steps.

Requested Action: A motion to reduce the Letters of Credit for Southern Crossings-Unit 2 (Commercial) Steps 1 & 2 to \$178,093 and \$69,532 respectively is recommended.

2006 MFT Pavement Rehabilitation Change Order

Director of Public Works Ed Dolezal stated field modifications and measurements have resulted in additional quantities of bituminous surface course and a reduction in quantities for the removal of unsuitable material. These changes generate a new increase of \$4,538.74 from the original contract of \$243,999.27 thus resulting in a new contract value of \$248,538.01.

Requested Action: Request a motion to approve Change Order 1 to the 2006 MFT Pavement Rehabilitation Contract with “D” Construction in the amount of \$4,538.74.

ADMINISTRATION DEPARTMENT

Will County Center for Economic Development

Village Administrator Jamie Bowden stated in the past the Village of Channahon has contributed \$10,000.00 annually to the Will County Center for Economic Development.

John Grueling and Janet Romero gave a presentation in regards to the services provided by CED.

Requested Action: To authorize the Annual contribution of \$10,000.00 to CED.

Insurance Broker for the Village of Channahon Benefit Package

Village Administrator Jamie Bowden stated the Village sent out proposals for its health, dental, vision and life insurance packages last year. Currently we utilize John Manner for health, vision and life and Mesirow Financial for dental. The Village needs only one broker to provide us with the service. The Village Employee Council solicit services and brokers responded. The firms that were interviewed were Bornes of Morris, Mesirow Financial and John Manner Insurance.

The council consists of the following:

- Jamie Bowden, Administration
- Leti Anselme, Administration
- Bob Guess, Finance
- Jodi Denton, Finance
- Diane Cook, Public Works
- Dave Cavanaugh, Development
- Lt. Mark Fischer, Police
- Officer Jennifer O'Rourke, Police

The interviews were approximately an hour. A series of questions were asked. All companies were very professional. Bornes of Morris was not promoting BC/BS as an option though very knowledgeable.

Both John Manner and Mesirow Financial were professional. The council has some reservation with Mesirow at this time, since the current dental plan was not what we expected. There had been some coverage and cost issues that the council thought could have been addressed more expedited.

Mann is well versed with our current BC/BS provider and has serviced the current account professionally.

The council has a subsequent conference call with Human Resources Trustee, Gary Davidson.

Recommendations: Staff recommends appointing John Manner Financial of record.

Selection of Police Organizational Consultant

Village Administrator Jamie Bowden stated he has talked with Chief Admonis and discussed the Police Organization Review.

Have received four (4) proposals and would like to set-up interviews within the next thirty (30) days. Open for suggestions. Suggest setting up a preliminary interview panel.

The panel will recommend two for a board presentation at the first Board meeting in March.

Requested Action: Staff recommends to proceed with preliminary interviews of the four proposals.