

**CHANNAHON VILLAGE BOARD  
COMMITTEE MEETING  
APRIL 7, 2008**

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

Also present were Village Administrator Jamie Bowden, Village Attorney Sheri Freeman, Finance Director Robert Guess, Lieutenant Mark Fischer, Director of Public Works Ed Dolezal, Director of Community Development Mike McMahon and Acting Village Clerk Leti Anselme.

**COMMUNITY DEVELOPMENT DEPARTMENT**

**Gammon Group Billboard Campaign**

Director of Community Development McMahon stated that in March 2007, the Village selected the Gammon Group through a Request for Qualifications for professional marketing and economic development services.

Staff has been working with Dan Stefanich of the Gammon Group to design and produce a billboard as well as secure a location. Billboard locations on the major highways can run as low as \$500 a month to as high as \$15,000 a month depending on the location. Mr. Stefanich located a vacant space owned by The Lamar Companies on I-55 southbound one mile north of Black Rd. The cost to lease this space is \$1,200 per month. The initial contract will be for four months with a production cost of \$340.00.

Staff requests the Village Board of Trustees authorize staff to expend up to \$5,140 and authorize the Village President to enter into a four month lease agreement with The Lamar Companies.

Village Administrator Jamie Bowden stated that this billboard is a “skin” which could be reused at another billboard of the same size.

McMahon stated that we may get a better location in the summer time, near I-294 or I-55. Those billboards normally run \$15,000 a month, but sometimes there are gaps in between contracts and if the Village has a billboard ready to go, we would be able to take that spot. We would need to get a larger billboard skin made.

Trustee Slocum asked if this was the final billboard. He does not care for the billboard. President Cook stated that when looking at the larger billboard other options will come before the Board for a decision. McMahon stated that this was the Board’s decision with the options that were given.

**Demolition of Building on Canal Street**

McMahon stated that a single-family home at 25218 S. Canal Street formerly owned by the Uziel family is in deplorable condition and needs to be demolished. For the past 6 months, Code Enforcement Officer Mitch Austin and the Village Attorney’s Office have been working to locate a legal owner and demolish the home.

A daughter living in Texas has no interest in the property. Attorney Claire Wilson advised the Village that the home was sold to the Uziel's on an installment contract on May 26, 1950 and no deed was ever issued. Taxes have not been paid since 2003. A recent tax deed sale by the Will County resulted in no interest.

David Cavanaugh, the Village's Chief Building Official, assessed the structure and determined that it needs to be demolished. However, a structural engineer's report is required by law and staff is currently locating a local engineer capable of providing that report.

There are two options available to the Village in order to demolish the home:

1. The Village could file and receive demolition complaint in Civil Court and demolish the home. All associated costs (attorney's fees, structural engineer's report fee, and actual cost of the demolition) are recovered in a lien foreclosure action. The Village will not own the property.
2. The second option is to have the property declared abandoned and obtain a Judicial Deed. Related costs are not recoverable. If the Village prevails in the action the Village will own the property. It can then demolish the home and sell the property to recover the costs incurred.

If the Village takes ownership of the property and demolishes the home then it will be responsible to maintain the property. The lot is too small to build a new home. Staff has contacted the adjacent property owners to inquire if they would be interested in acquiring the property. As of this memo, no interest has been communicated to staff.

Trustee Davidson stated that the property has to have an owner. The property would be handed down to the heirs of the owner. The daughter would be the owner of property. Trustee Nash stated that unless it is rejected. Attorney Freeman stated that the office has been working on this situation since it has been so unusual. She stated that there are many different parties involved. The daughter in Texas wants nothing to do with the property and but the attorney's office has suggested that the daughter put it in writing that the Village can obtain the property and demolish the home.

The other situation is that staff has received two informal bids to demolish the building and level the yard:

1. Troutman Excavating \$9,780
2. Conley Excavating \$11,235

Conley Excavating is also the developer of North Hansel Estates. They currently owe the Village \$10,107 for expenses the Village has incurred through their Professional Fee Agreement. Mark Conley has offered to lower his bid. President Cook would prefer to not give the project to Conley Excavating who has outstanding balances. McMahon stated that there are issues to do with the court. If the Board agrees the Village will go through the judicial deed and bring back demolition of the building in the future.

### **Approval to Purchase a Ford F-150 Truck**

McMahon stated that staff has researched several joint purchasing programs and found the State's Official Joint Purchasing Program has a very reasonably priced Ford F-150. With options, the total purchase price is \$17,340.

Staff recommends the Village Board of Trustees authorize the purchase of a Ford F-150 from Bob Ridings Ford, Inc. for \$17,340.

### **FINANCE DEPARTMENT**

#### **Power Point Presentation of the Budget FY 08-09 – Part 2**

Finance Director Bob Guess started his presentation for the five year program. The following funds have been enhanced by the Capital Improvement Fund, Rebate Fund, State MFT Fund, Village MFT Fund, Sewer Fund and Water Fund.

Guess discussed how each fund has played a part in the Channahon budget. The Village Board is being asked to approve only Year One of the five year program. The five year program will be updated each budget year. As in the past, the Board of Trustees must give approval before any project can start or equipment be purchased.

Guess went into a summary of proposed goals and objectives for 2009. Some which included enhancing the Village's Economic Development through an expanded Marketing and Economic Development Plan, completion of the Brisbin/Bungalow Road project, signalization at McKinley Woods/Route 6 and Bell/Route 6.

### **POLICE DEPARTMENT**

No Formal Items for Discussion.

### **PUBLIC WORKS DEPARTMENT**

#### **Presentation Strand Water Study Results**

Chris Ulm from Strand was present to go over the Water Study Results. He stated that the purpose of the study was due to the extensive growth since the last comprehensive study in 1999. There is also additional growth anticipated within the established boundary.

Mr. Ulm stated that the scope of the comprehensive plan was to inventory current system components, determine the current and anticipated water demands, determine additional water supply and storage necessary to meet the anticipated future demands, evaluate alternative water supply sources, develop and analysis a computerized model of the water system and provide recommendation and cost opinions.

Mr. Ulm stated that the water demands will double in 20 years and then double again the following 10 years. He then discussed where the water would be coming from and the recommended system improvements.

President Cook stated that this plan needs to be reviewed and formally adopt the plan. It can then be overlaid the comprehensive plan. Then this would already be in place and any developer could see the lay out.

### **Approval for a Contract with Synagro for Sludge Hauling**

Director of Public Works stated that this is the process and removal of approximately 410,000 gallons of sludge from the wastewater treatment plant. This sludge is created as part of the wastewater treatment process. The cost will be \$.065 per gallon. This process takes place at our wastewater treatment plant on Blackberry Lane about every four (4) months.

Staff is requesting a motion to approve the contract with Synagro for sludge processing at \$0.065 per gallon.

### **Hire Building Maintenance Worker**

Mr. Jeffrey Barrett was selected and has indicated his acceptance of the position pending Board approval. He has passed all background checks and physicals. The position is for the Building Maintenance Worker. Eighty-four applications were received. Seven of the applicants were interviewed.

Staff recommends a motion to hire Mr. Jeffrey Barrett as a Building Maintenance Worker at the May 1, 2007 starting rate of pay dictated by the Collective Bargaining Agreement.

## **ADMINISTRATION**

### **Tax Abatement for Northfield Block and Ordinance**

Village Administrator Jamie Bowden stated the agreement was reviewed by the attorney and there were just a few things he wanted to point out to the Board.

Section E of the agreement states that half of the initial jobs offered must be to qualified residents of the taxing body for the length of the abatement. They are also not to challenge the tax assessment over the length of the agreement.

Bowden recommends that the Board support the three year tax abatement to Northfield Block and waive second read.

### **Riverside Industrial Park Update**

Bowden stated that the Village has been dealing with a proposal to allow container storage at the Riverside Industrial Park for over a year. Terry Morphew came before the Planning and Zoning Commission and the Village Board for a site plan and truck terminal special use permit for Lots 7 and 8. He then came for concept plan for lots 10 and 11 to develop a truck terminal. At that time, the Village Board requested a traffic study and staff requested a proposal to impose a fee or tax on the container storage uses.

Mr. Morphew was present at the Board meeting and stated that he has not been notified, but Joe Perez may have lost his contract. He stated that Mr. Perez has had financial problems.

Bowden stated that the Village proceed with enforcement of the storage containers with the lessee and approve the site plan contingent on engineering for the lots 10 and 11.

McMahon stated that the traffic study was required if the storage containers stayed on the premises.

Trustee Davidson asked Mr. Morpew if he had another tenant or user that may be interested in the parcel. Mr. Morpew stated that it may be a possibility, but he hasn't talked to Mr. Perez.

McMahon stated that Mr. Morpew owns the land and he is the developer. Once he develops the property he will then lease it to Mr. Perez. Mr. Morpew is owner, developer and would not be the operator of the business. President Cook stated that if Mr. Morpew decided to develop this at a later time, we would ask him to expend the funds on a traffic study.

McMahon stated that the industrial zoning district, truck terminals require a special use permit. Mr. Morpew was given a special use permit as the owner of the land for lots 7 and 8, so those businesses can come and go as long as they operate under that special use permit. The special use permit can be issued to the businesses as well. If a business comes through with a lot of traffic flow, we can pull that special use permit and require them to do a traffic study.

Bowden stated that staff is just looking for direction on enforcement of the cargo containers, since Mr. Morpew's lessee has not moved forward.

#### **Ordinance Authorizing the Ceding of Private Activity Bonding Authority**

Bowden stated that this is done annual. The Village has a volume cap for industrial revenue bonds. As a home rule municipality, we have a certain amount. We never utilize it and we usually receive a request from the Will Kankakee Regional Development Authority (WKRDA) to utilize the volume cap.

President Cook stated that in the past Morris Hospital has used it. He has seen it for assisted living facility. Guess stated that if it is not used the State will take it.

#### **Approval of Contract with Wermer, Rogers, Doran & Ruzon for Audit Service**

Bowden stated that the proposal increase in the Village audit from last year is \$200.00. The overall proposal increase in the next two years is less than 3% per year. The proposal is a three year letter of agreement.

He requested a three year proposal to tie down the cost and to allow staff to proceed annually in expedient fashion to accomplish to audit.

Trustee Davidson stated that he has no problem with the work the company does, but he believes that professional services should be bided out. Trustee Nash asked why it isn't bided out.

Bowden stated that in this case there may be some cost savings from the proposal but there would be a learning curve. If there were issues with the auditing firms, I would definitely look into getting another firm.

Minutes Submitted by  
Leticia Anselme  
Acting Village Clerk