

**CHANNAHON VILLAGE BOARD
COMMITTEE MEETING
JUNE 16, 2008**

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

Also present were Village Administrator Jamie Bowden, Village Attorney David Silverman, Finance Director Robert Guess, Police Chief Joe Pena, Director of Public Works Ed Dolezal, Director of Community Development Mike McMahon and Acting Village Clerk Leti Anselme.

COMMUNITY DEVELOPMENT DEPARTMENT

Briscoe Farm

Director of Community Development Mike McMahon stated that the developers Ari Rosenthal and Tom Scofield have petitioned to annex the parcel commonly known as the Briscoe Farm located along the west side of McKinley Woods Road from Hansel Road to the ComEd easement. They plan to develop the 59 acre parcel into a residential development with a total of 159 units with 73 single-family units and 86 multi-family units.

This was tabled at the last meeting due to some issues that the developer still had with the design standard of the pond and Letter of Credit verses a Bond. The developers plan on bringing another proposal to the Board at a later time.

Tom Scofield was present to speak before the Board. Mr. Scofield stated that they still need to conduct a feasibility study on the concept plan. The marketing brochure is going to be medical and professional buildings that they aim for. He explained to the Board the changes they plan on making.

Trustee Militello's concern is if they are changing the concept plan, they need to start from the beginning of the process again. President Cook stated that they would need to reapply and start the process again, but they would like to the Board's opinion if we would consider what they plan on changing. President Cook is going to open and close the public hearing at this Board's meeting, so that it can be brought back at a later time.

Trustees McMillin, Militello and Greco would consider the new concept plan, but Trustee Slocum stated that he would be willing to listen, but he is not ready to commit. His concern is all the vacant lots that are in Channahon now. He would like to know why they feel that their development is going to sell oppose to others ones that have not. Mr. Scofield feels that they will have better marketing and better product.

McMahon stated that the businesses will not be open late, there will be no restaurant. Mr. Scofield stated that it would most likely be a medical business.

Trustee McMillin asked where the bike path was going to be. McMahon stated that the bike path was going to go on Voss property. The idea was that a bike path would then go down Bridge Street, which would then lead down to the I&M Canal.

Mr. Scofield stated that they had a couple of issues with the annexation agreement. They would like to submit a Bond instead of a Letter of Credit. President Cook stated that if improvements are not done when you are half way through and it is impacting the homes you already sold, we would have no control in trying to resolve the issues. The Letter of Credit protects the Village, which then protects the residents. Village Attorney Silverman stated that the Bond does not provide cash, they provide the repair or installation of the improvements, where the Letter of Credit provides cash.

President Cook stated that the developer will need to reapply before the Planning and Zoning Board, go through the Public Hearing and then come to the Board again, since it is a substantial change.

Pilot – Site Plan Amendment for Drive Through

McMahon stated that Pilot is requesting an amendment to the Site Plan for 23841 W Eames St. on behalf of their future tenant, Dunkin Donuts, to provide a drive-through operation on the west side of the building.

The drive-through use is considered a permitted use in the C-3 zoning district. The ordering station and bay window will be situated on the west side of the building/parking area. After the bay window, the drive-through then curves to the west and back out into the Pilot parking lot. The drive-through lane will be curbed on the outside of the lane, but not on the inside. Additional landscaping has been provided around the drive-through lane, and a 6 foot white vinyl privacy fence will be implemented providing additional screening from the truck area. This drive-through configuration will now force all truck traffic to use the east ingress/egress essentially separating them from the other vehicles.

This proposal will remove 9 parking spaces leaving 26 spaces for customers of Pilot, Dunkin Donuts and Subway. Staff feels this is adequate. Dunkin Donuts Corporate has stated that without the drive-through they would not be able to remain in business at this location due to in-store completion with Pilot.

On June 9, 2008, the Planning and Zoning Commission recommended denial of the Pilot Site Plan amendment based on the lack of stacking area and total congestion of the site. The Commission recommended that if the Site Plan amendment was to be approved that it be conditioned on the business license of Dunkin Donuts being pulled if public safety is impacted by the drive-through use, and that no other business other than Dunkin Donuts uses the drive-through.

McMahon stated that staff recommends the Village Board of Trustees approve the Pilot Site Plan amendment based on the recommended conditions.

Michael Roth, an attorney, was present on behalf of Pilot Travel. Mr. Roth stated that the applicant has made every effort to address some of the concerns of the Village. The Village has had concerns of this site and its prior uses and even the uses as proposed. The site design does meet all the Village standards. The site exceeds the parking standards and landscape standards.

Attorney Roth stated that there were not enough votes at the Planning and Zoning meeting since all members were not present to get the site approved. There was an issue of stacking, the Village standard is four and Pilot has six. It will work operationally once it's all in place. Brad Alsup, the project manager, and Bruce Weisberg, who is the owner of the Dunkin Donuts, were also present. Mr. Weisberg has experience owning and managing over 30 Dunkin Donuts.

President Cook stated that his concern is the configuration of the drive through. He feels with the volume of the truck traffic that is being generated on the site with Pilot there is a concern for safety. Attorney Roth stated that 80% is vehicle traffic and 20% is truck traffic, but the design is not to separate the traffic. The site is designed so that it is clearly known to where the truck traffic is to go and where the vehicles are allowed. We know through experience that it will work.

Trustee Slocum stated that he drove on the site the other day and saw an electrical pole with a concrete block around it. He asked if it is going to be removed. Mr. Alsup stated that the pole was relocated, unfortunately it was only three feet. The pole has all the transformers for the building, for it to be moved would be very costly. It is our intention to take the drive through and extend it a little further.

Trustee McMillin's concern was if there would be enough room for a pick-up truck to move around it. Mr. Alsup stated that it would be protected. McMahan asked if the pole would be located in the landscape area or on the other side of the fence. Mr. Alsup stated that it would be in the inter loop of the drive through. McMahan asked why it wasn't moved 10' instead of 3'. Mr. Alsup stated that they did not have any control of where ComEd moved the pole. Mr. Alsup was under the impression that it was moved 10'.

Village Attorney Silverman asked if this would work. He stated that for their protection and the Village must feel comfortable with this. If conditions are to be put on this, it needs to be something that is defensible. President Cook stated that this item be tabled and come before the Board after engineering reviews it.

24840 Elsie Street – Debris Removal Request

The property at 24840 Elsie Street, owned by Matthew Kaminski, is currently in foreclosure. Staff has cited the owner for overgrown yard, trash and debris. The property is controlled by Service Link, Inc.

Numerous attempts to contact Service Link have been unsuccessful. Staff would like to clean up the property and pass the cost on to the property owner. In order for the Village to go onto any property to remove the trash and debris, the Board must direct the debris to be removed (Per Village Code sec. 50.15). Upon 10 day notice, staff can then go onto the property and remove the trash and debris if it has not already been removed by the property owner.

The property was mowed by Grass Hopper on June 4, 2008.

McMahon stated that staff requests the Village Board of Trustees direct the owner of 24840 Elsie Street to remove the trash and debris from the property; direct staff to give notice; and direct staff to remove the trash and debris if not done so by the owner.

FINANCE DEPARTMENT

No Formal Items for Discussion.

POLICE DEPARTMENT

Appreciation to the Village Board

Chief Pena stated that Sergeant Jim Pozen recently acquired his Masters Degree at Lewis University and wanted to come before the Board to show his appreciation.

Sergeant Pozen stated that three years ago, he decided to return to college. The Village has a tuition reimbursement program. The purpose of this program is for employees to improve themselves in higher education. On May 17, he graduated from Lewis University with his Masters Degree in Public Safety. He had a 3.97 grade point average. He has encouraged other co-workers to continue with their education. This would have been difficult for him to accomplish without the support of the Village.

He stated that upon graduating a student can obtain a certificate and present it to a mentor, professor or a parent. He then presented the Plaque of Appreciation to the Channahon Village Board. He also provided the Board with letters of thanks.

President Cook stated that because of the men and women in the police department and on our staff makes the Village work. Sergeant Pozen has always shown great service to the community. The Board then congratulated him on his accomplishment.

Chief Pena also stated that Jeff Wold had attended the 10-week Staff and Command School from Northwestern University; he graduated from the program and was very successful.

PUBLIC WORKS DEPARTMENT

Change Order with D Construction for Winter Maintenance of Far West Roads

Director of Public Works Ed Dolezal stated that the reconstruction started in the fall of last year and with the anticipation to finish in the winter for the Brisbin and Bungalow Road, but did not complete the project with the weather. It became necessary to provide for winter maintenance of the roads.

D Construction provided gravel to keep the roads in a driving condition. The contract is in the amount of \$20,652.04.

Additional Fees for Strand for Observation Winter Road Maintenance Work

Dolezal stated that this item is related to the item above. Strand was asked to observe and represent the Village in the field for this project. The amount for additional construction related services for Strand is \$5,000.

Motor Fuel Tax Resolution

Dolezal stated that this resolution comes before the Board every year. It is for the Motor Fuel Tax. This is an estimate for what the Village would use for the year. It is in the amount of \$304,000.

Change Order to Tower 3 Contract to Paint Tower 2

Dolezal stated that there is a contract with CB&I Constructors, Inc. working on Tower 3. Strand put together some information of improvements to Tower 2. This Change Order would be for the Tower 3 contract to paint Tower 2. The items on the list may not be required, but we will not be sure until Tower 3 is ready to go and Tower 2 can be worked on.

This proposed scheme will add to the cost shown on this change order. The estimated additional cost maybe about \$8,000 and would be handled with a future change order.

Additional Fees for Smith Engineering for Work on IDS's at Bell Road and McKinley Woods Road

Dolezal stated that there have been a few changes to the contract. The developers that are associated with Copper Leaf, The Ravines of Channahon and Ravine Woods are going to move forward and get their project done, before the signalization is up at the intersection of Bell and McKinley Woods Road that intersect with Route 6. Additionally, the bike path plan has been revised through those subdivisions and have included crosswalks.

The request from Smith Engineering is for an amount of \$5,505 for each contract on Bell and McKinley Woods Road. Ed Zak was present if the Board had any questions.

Ravine Woods Unit 1 – Acceptance of Public Improvements and Release of Maintenance Guarantees Steps 1-3

Dolezal stated that this would release the Public Improvements for steps 1-3 in the amount of \$370,234.00 to be released and for the Village to accept all public improvements associated with those steps.

Canal/Tryon Overlay Project

Dolezal stated that a decision was made to partner with the Channahon Township, due to the work both parties were considering this year on Canal/Tryon. The project would consist of patching areas of failed pavement.

The Channahon Township conducted the bids and it was awarded to D Construction. The portion for the Village came out to \$67,096.74.

ADMINISTRATION

Approving the GovQA Agreement

Village Administrator Jamie Bowden stated that the Board approve the agreement for GovQA contingent after it's been reviewed by the Village Attorney. It is a budgeted line item. It is \$1,000 set-up fee and a monthly fee of about \$325 for the maintenance. Jennifer Snyder was present if the Board had any questions.

Request from Pilot to increase the Class F Liquor License

Bowden stated that Pilot is requesting a Class F Liquor License, which is Beer and Wine Package Sale License. Currently the Village only allows two Class F licenses and would have to amend the ordinance to allow for a third.

Fred McClure, regional manager for Pilot, was present and informed the Board that he would answer any questions that they may have.

President Cook stated that two Class F licenses for the size of Channahon is sufficient. Mr. McClure stated that Pilot is only interested in selling beer in the store. Bowden then went over the Class F classification.

An Ordinance Ascertaining the Prevailing Rate of Wages

Bowden stated that this ordinance is done annually for the prevailing wages for the laborers, workmen and mechanics employed. He would like for the Board to waive second read for this ordinance.

Minutes Submitted by
Leticia Anselme
Acting Village Clerk