

**CHANNAHON VILLAGE BOARD
COMMITTEE OF THE WHOLE MEETING
JANUARY 18, 2010**

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

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

ADMINISTRATION DEPARTMENT

Travel/Credit Card Policy

Bowden stated that the Board has received a first draft of a new travel/credit card policy. He suggested including a travel budget line item. He added that updated forms are attached to the policy draft. Changes include a food per diem, a requirement for a summary of travel. Overnight travel will be at the discretion of the Administrator for staff and the Board for elected officials. Receipts need to be turned in within 10 days. He has turned the draft over to the attorney for review.

Trustee Slocum entered at 6:04 p.m.

Copperleaf Subdivision Update

Bowden stated that he will be meeting with Mr. Head this week. He hopes to determine a plan of action to get the necessary work done by June 1st. If not, VOC will proceed with the call on the Completion Guarantee.

Resolution Supporting the Illinois & Michigan Canal National Heritage Corridor and Canal Corridor Association

McMahon stated that Canal Corridor Association has been name the management association for the I&M Canal National Heritage Corridor. They will be working on development of a management plan. The federal government will match dollar for dollar any monies raised by local partners. The Canal Corridor Association is requesting three things from VOC: support, a small monetary donation and one person from VOC to attend meetings. He added that they have already solicited other towns. A donation of \$500 is a relatively small donation, but shows commitment from the VOC

Trustee McMillin stated that he and Jake Melrose attended a meeting of the Canal Corridor Association.

Attorney Silverman stated that he is on the board of the Canal Corridor Association if anyone has any questions.

Recodification

Bowden stated that there will be an invoice from American Legal for recodification. The amount will be over \$5,000.00. This has already been done, so the approval will be for the actual expenditure.

COMMUNITY DEVELOPMENT DEPARTMENT

Daycare Center Site Plan

McMahon stated that Mr. Tony Perino originally brought a plan for a daycare facility to the Board in November 2008. It will be licensed for 133 children and include an approximately 2,000 sq. ft. playground. It will be fenced and heavily landscaped. The site plan shows that the facility will include a

detention area east of playground area. Due to engineering and drainage, the playground will be located off of Rt. 6.

Bowden suggested approval contingent on field verification of the safety of the playground. If we think there is an issue, we might require some additional measures.

McMahon also stated that the driveway will be off Shady Glen Dr. There will be 20 parking spaces and detention on site. They will have a buffer between commercial and residential property. It will be a brick building with a covered drop off area along Shady Glen. The facility will be connected to VOC sewer and water. Recommend approval contingent on final engineering approval and field approval of playground.

Trustee Slocum asked where the dumpster and air conditioning units will be located.

Mr. Perino stated that a/c units will be on the exterior perimeter on north, south or east without much problem. The trash enclosure will be on the west side of parking lot with landscaping around it.

FINANCE DEPARTMENT

No formal items for discussion

POLICE DEPARTMENT

Pena stated that he distributed a memo with his report. He attended the Winter Police Chiefs conference. Channahon Police Department has been accredited. He would like to set a date and time for committee to attend a Board meeting to formally present the plaque.

PUBLIC WORKS DEPARTMENT

Install Comcast Cable to Blackberry Lane Facilities

Dolezal presented a proposal for \$11,383.12 for Comcast to bring cable to the Public Works facility from Blackberry at Walnut Lane. Frost and other events often interrupt service. This will allow for a hardwired connection for Public Works services.

Trustee Militello asked if this is a budgeted item.

Dolezal stated that is not budgeted, however, it is included in the water tower budget. The cable will be overhead for part of the distance, but on-site will be buried.

Henneberry Farm, Unit 4 Subdivision – Improvement Completion Guarantee Reduction Allowance

Dolezal stated that Unit 4B never had approved engineering done. VOC collected the money, but the developer never finalized plans. There are no improvements that this portion of the guarantee is guaranteeing. Staff recommends approval of reduction.

The meeting was adjourned at 6:38 p.m.

Submitted by
Janet Schumacher
Village Clerk