

**CHANNAHON VILLAGE BOARD
COMMITTEE OF THE WHOLE MEETING
MARCH 16, 2015**

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

Also present were Director of Public Works Ed Dolezal, Director of Community Development & Information Systems Mike Petrick, Police Chief Jeff Wold, Village Attorney David Silverman and Village Clerk Patricia Perinar.

Village Administrator Thomas Durkin and Finance Director Heather Morandi were absent.

ADMINISTRATION DEPARTMENT

An Ordinance Authorizing the Execution of an Agreement between the Village of Channahon and the County of Will – 1st Read

Village Attorney Dave Silverman informed the Board that the material intent of the agreement is exactly the same as the other taxing bodies.

An Ordinance in Regard to the Sale of Food Products by Home Kitchen and Cottage Food Operations – 1st Read

Village Attorney Dave Silverman gave an explanation of the Cupcake Law. Trustee McMillin asked if the Village would be liable. Attorney Silverman stated the Village would not be liable.

COMMUNITY DEVELOPMENT & INFORMATION SYSTEMS

An Ordinance Vacating a Drainage Easement in the Village of Channahon (Brieser) – 1st Read

DCD&IS Petrick informed the Board that this is basically a drainage easement between two lots which is not needed by the Village. This was looked over by engineering and it was decided there was no need to keep it if they need it gone.

FINANCE DEPARTMENT

No Formal Items for Discussion.

POLICE DEPARTMENT

Hiring of Police Officers

Chief Wold stated that recently, due to two resignations, two patrol officer positions became available. It is important to replace these officers in order to maintain our current level of service without seeing an increase in the overtime expense or an increase in the response times. There are currently four shifts, each with four patrol officers. Due to the resignation of Patrolmen Blaskey and Entwistle, they are an officer short on two shifts and using overtime to maintain our staffing level. The new officers' starting salary will be \$51,659.

We conducted a pre-employment written test and 85 candidates completed the test. A hiring panel comprised of a sergeant, two patrol officers and Human Resources Jodi Denton, they interviewed the top 20 candidates. The hiring panel provided a list of seven candidates they feel would be successful at the Channahon Police Department. The top two candidates have been

scheduled for a polygraph, psychological exam, and will be scheduled for a medical examination. I expect to receive the polygraph and psych results by March 18th. If they pass, they will be scheduled for medical examination. Two academy slots have been reserved for the academy class starting on March 29th.

PUBLIC WORKS DEPARTMENT

Hiring of the Public Works Assistant Position

Director of Public Works Ed Dolezal stated this would be discussed during Executive Session and that Human Resources Jodi Denton would provide a memo to hand out at that time.

WWTP Rerating and Facility Plan Update

Dolezal informed the Board that the Channahon Waste Water Treatment Plant is permitted for an average daily flow of 0.72 million gallons. Last year, the daily average was 0.74 million gallons. It is believed that about 0.1 million of the 0.74 million gallons, on average, is due to inflow and infiltration (I&I). We have made some significant repairs this past year that should reduce the I&I to free up treatment capacity, but staff feels that significantly more development than we have experienced in recent years will occur and capacity must be created to meet the demand.

In response, we propose to investigate whether or not the plant can be rerated for higher flows with no or minimal modifications. After that is done, we intend to begin work on the physical expansion of the plant. The first step in the expansion process is to update the Facility Plan. The Plan was last updated in 2002 and we are a number of years past the time an expansion was anticipated in the 2002 Plan.

In an additional effort to remove I&I and free up capacity, it is hoped to begin inspections of residences for improper hook up of sump pumps to the sanitary sewer system.

Bulk Rock Salt Purchasing

Dolezal stated the Village usually purchases its rock salt for road deicing through the bidding process of the Illinois Department of Central Management Services (CMS). As part of that joint purchasing process the Village must submit the quantity it intends to purchase. We have usually chosen to bid the contract using Option 1 that requires a minimum purchase of 80% of the requested quantity and guarantees the unit price up to 120%.

At this time, we anticipate ending the winter season using about 1250 tons with about 500 tons of salt in storage. \$84,000 is currently proposed for purchasing rock salt in our 2015-2016 budget. If a price of \$70 per ton is received for next year, that would allow a purchase of 1,200 tons of salt at 100% of requisitioned amount. Using the 80%/120% option, there would be a range of 960 tons to 1440 tons. The last contracts were 750 tons at \$98.25, 900 tons at \$51.99, 900 tons at \$53.71, 1500 tons at \$59.76, and 2000 tons at \$57.96. The current contract at \$98.25 per ton was not done through CMS but negotiated with Central Salt.

Dolezal also noted that last year, no bids were received to supply us with rock salt through the CMS.

Trustee Scaggs asked whether there was any consideration for mixing sand or cinders with the salt. Dolezal informed the Board of problems created when adding sand/cinders to the salt.

Hire Contractor for Parkway Tree Replacement Program

Dolezal informed the Board that in response to the large number of ash trees being removed from the Village parkways, a Tree Replacement Program was funded. At the request of residents who have had a parkway tree removed, the Village would contract for a new tree to be provided and planted and share half the cost. The Village budgeted \$10,000 for the program in fiscal year 2014-2015. Forty-three residences totaling 58 trees participated.

Four RFPs were sent out and four responses were received. The lowest cost proposal was from The Fields on Caton Farm, Inc. in the amount of \$16,430.

EXECUTIVE SESSION

Appointment, Employment, Dismissal, Compensation, Discipline and Performance of an Employee of the Village of Channahon

Trustee Scaggs made a motion to go into Executive Session to discuss personnel at 6:15 p.m. Seconded by Trustee Slocum.

ROLL CALL AYES: Slocum, Militello, McMillin, Schumacher, Scaggs, Greco.
NAYS: NONE **MOTION CARRIED**

Trustee Schumacher made a motion at 6:40 p.m. to dismiss executive session for matters of personnel. Seconded by Trustee Slocum.

ROLL CALL AYES: Slocum, Militello, McMillin, Schumacher, Scaggs, Greco.
NAYS: NONE **MOTION CARRIED**

The Committee of the Whole was adjourned at 6:40 p.m.

Submitted by
Patricia Perinar
Village Clerk