

**CHANNAHON VILLAGE BOARD
COMMITTEE OF THE WHOLE MEETING
APRIL 20, 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 Village Administrator Thomas Durkin, Director of Public Works Ed Dolezal, Director of Community Development & Information Systems Mike Petrick, Finance Director Heather Morandi, Police Chief Jeff Wold, Village Attorney David Silverman and Village Clerk Patricia Perinar.

ADMINISTRATION DEPARTMENT

A Resolution Urging the General Assembly to Ensure Reliable Nuclear Energy Remains a Priority and Preserve this Zero Carbon Resource for Illinois' Future

Village Administrator, Tom Durkin, stated that on June 2, 2014, the U.S. Environmental Protection Agency, under President Obama's Climate Action Plan, proposed a commonsense plan to cut carbon pollution from power plants. The science shows that climate change is already posing risks to our health and our economy. The Clean Power Plan will maintain an affordable, reliable energy system, while cutting pollution and protecting our health and environment now and for future generations. This resolution will show the Village's support in Clean Energy.

COMMUNITY DEVELOPMENT & INFORMATION SYSTEMS

An Ordinance Approving and Causing Publication of the Official Zoning Map of the Village of Channahon – 1st Read

Director of Community Development and Information Systems, Mike Petrick, addressed the Board regarding the zoning map. The Village updates the approved zoning map every year. The color representation has been changed in order to attempt to make the 2015 map more legible.

The only change to zoning seen on the map is related to Ordinance 1799, which rezoned 7 properties on Bluff Rd. from R-1 to R-2.

Purchase of Server

Petrick addressed the Board regarding the purchase of a new server to replace an aging server. The server to be replaced was purchased in 2008 and is inadequate to efficiently operate the new Village Financial Software. Additionally, the Operating System (Windows Server 2003) is no longer going to be supported by Microsoft, which makes this an imperative upgrade.

The purchase includes the server hardware, operating system, client access licenses (required for each version of Microsoft Server in use), and hard drives. The system will be configured and deployed by Peterson Computer Consultants from Morris at a future cost of \$1,200 (included in standard budgeted consulting costs).

This is a budgeted item in FY14-15, with a total budget of \$10,000.

Electronic Sign

Petrick addressed the Board regarding payment towards an electronic sign. The Village of Channahon has previously committed to partnering with the Channahon Park District, People for the Channahon Parks Foundation, and Three Rivers Festival Committee for the erection of a monument message sign at the northeast corner of Route 6 and Navajo Drive.

Through work with several different sign companies, material selection, sign options, size variations, and other specifics have been narrowed down to near-final specifications. With the close of the fiscal year approaching, and the sign to be constructed on Channahon Park District property, staff feels it most prudent to pay our share to the Channahon Park District in order for them to carry the project through completion.

The Village of Channahon has budgeted \$50,000 for the project in the FY14-15 budget item 11-51-632.000

Rezoning Des Plaines River Road Properties from R-1 to R-2

Petrick addressed the Board in regards to rezoning Des Plaines River Road properties from R-1 to R-2. The Village is continuing to update and correct zoning so that the existing and intended land use is in conformance with the Village Zoning Code.

The two properties in question have existing detached garages, a non-conformity in the R-1 district. One of the property owners would like to remove and rebuild a garage, which is not allowed by the current zoning ordinance.

The Planning & Zoning Commission held a public hearing regarding this change on April 13, 2015. Following the hearing the Planning & Zoning Commission unanimously recommended approval of the zoning change.

FINANCE DEPARTMENT

BS&A Financial Software and Services RFP

Finance Director, Heather Morandi, addressed the Board regarding the purchase of new financial software. Due to the age of the current financial software, Village staff began researching software companies to find a replacement. After reviews had been completed of the four proposals received, staff had selected BS&A Software as the financial software company that best fit the needs of the Village.

On April 6, 2015, the Board approved the fiscal year 2016 budget which included \$125,000 of the total financial software project costs. Attached for your review are copies of the Financial RFP, Support Agreement and License Agreement from BS&A related to the implementation of the new financial software. After execution of this document, the Village would work with BS&A staff to begin the implementation process of the new financial software.

POLICE DEPARTMENT

No Formal Items for Discussion.

PUBLIC WORKS DEPARTMENT

A Resolution to Approve the Vacation of Nicor Easements on Property Owned by Thorntons

Director of Public Works, Ed Dolezal, informed the Board that Nicor has Easements on property owned by Thorntons that are of no use to the Village or Nicor anymore. A plat has been created and signed by Nicor. It just needs a resolution by the Village for it to be recorded.

Resolution for Improvement by Municipality Under the Illinois Highway Code

Dolezal informed the Board that every year we have to obligate funds that the Village is going to use from the state motor fuel tax. This year in our budget we have \$75,000.00 that is going to road maintenance.

Hire Seasonal Help

Dolezal informed the Board that seventeen thousand two hundred eighty dollars is in the approved 2015-2016 budget for summer help. This is three employees for 12 weeks at a pay rate of \$12 per hour. We would like to move forward with the hiring process and suggest that the simplest way is to grant the Village Administrator the authority to employ the seasonal labor.

First Community Bank – Release Maintenance Guarantees (MG) Steps 1, 2 and 4

Dolezal informed the Board that a guarantee for step 3 improvements (Finished Roadway) was not applicable to this site. Guarantees for steps 1, 2 and 4 are held with a single Letter of Credit. In accordance with Subdivision and Development Regulations, the developer has requested the Village release the currently held maintenance guarantee for public improvements consisting of water and sanitary sewer mains and associated appurtenances, and ROW entrance improvements and landscaping. Public Works Staff has inspected all improvements and found them in good condition.

Waive Bidding for 2015 CRF Restorative Seal Contract

Dolezal informed the Board that CRF Asphalt Preservation is a process of applying an asphalt rejuvenator/sealer (CRF) to an asphalt surface followed by fine aggregate to fill surface voids and small cracks. The sealer coat penetrates, covers, and protects the asphalt from the negative effects of rain, snow & salt, and sun. CRF is specifically made for use on older more weathered asphalt surfaces.

In 2014, the CRF project was awarded to the only bidder, Corrective Asphalt Materials (CAM), South Roxana, IL. Staff has confirmed that CAM is the only contractor approved by the CRF manufacturer, Tricor Refining, LLC, Bakersfield, CA. to apply CRF Restorative Seal. Therefore, no other qualified bidders are possible. This year's CRF project is budgeted at \$145,000.

The Committee of the Whole recessed at 6:15 p.m. awaiting the arrival of the speakers regarding the town center.

The Committee of the Whole was called back into session at 6:25 p.m.

COMMUNITY DEVELOPMENT & INFORMATION SYSTEMS (Cont.)

Jim Roberts of Catholic Charities providing an update on the Town Center Sr. Living Project

Director of Community Development and Information Systems, Mike Petrick, introduced Mr. Jim Roberts to the Board. Mr. Roberts provided the Board with an update on the application process. He gave information on the size of the development to take place in the Town Center along with anticipated dates in which he is to hear back from IDA. If this development is not selected in June, he will reapply in July for a chance in the next selection.

Representatives from Catholic Charities were present and stated that this is one of the largest endeavors for Catholic Charities. They were able to give Trustee Slocum further information of other developments they have been involved in and had success with.

If this project makes it through the selection process, the anticipated start of construction would be March of next year with a 12 month construction process.

The Committee of the Whole was adjourned at 6:38 p.m.

**Submitted by
Patricia Perinar
Village Clerk**