

**CHANNAHON VILLAGE BOARD
COMMITTEE OF THE WHOLE MEETING
AUGUST 19, 2019**

Senior Trustee Greco called the meeting to order at 6:00 p.m. with Trustees Greco, Host, McMillin, Perinar, Scaggs and Slocum present.

Also present were Village Administrator Thomas Durkin, Finance Director Heather Wagonblott, Director of Community Development and Information Systems Mike Petrick, Director of Public Works Ed Dolezal, Chief of Police Shane Casey, Village Attorney David Silverman and Village Clerk Kristin Hall.

Senior Trustee Greco informed everyone present that anyone who speaks at the meeting shall be deemed to have given his/her consent to the recording of their likeness and speech. This meeting is being recorded.

VILLAGE PRESIDENT

ADMINISTRATION DEPARTMENT

COMMUNITY DEVELOPMENT & INFORMATION SYSTEMS

Discussion – Site Plan Amendment for Utility Concrete, 2495 Bungalow Road

Petrick stated KLN Equities, LLC is requesting approval of a site plan amendment for Utility Concrete located at 2495 Bungalow Road. He stated approval of the request would allow for the construction of improvements including a 55,100 square foot addition to the manufacturing building, a 56-space expansion of the asphalt parking lot and enlarging of the southern stormwater management area and west gravel storage area. He also stated the expansion would be the third expansion of the business improvements since it opened in 2004. He further stated the PZC considered the request at their regular meeting held on August 12, 2019. He stated commission discussion focused on what kind of work would be done in the addition (same work product, just higher volume with addition employees) and drainage concerns of a resident in the audience (the plans would meet all village requirements for stormwater management). He also stated a motion was made to recommend the Village Board approve the site plan amendment subject to staff review and approval of the final engineering plans. He further stated the motion was approved by a 4-0 vote.

Trustee Perinar asked about the resident that had concerns about the drainage who spoke at the plan commission meeting.

Petrick stated there was a question as to whether drainage had been considered in the plans. He stated that drainage had been considered and a proposed extension is currently on the plan.

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

Petrick stated in accordance with Illinois State Statute, the Village is required to annually adopt an Official Zoning Map. He stated this map reflects updates, corrections and changes to parcels, zoning, and annexed boundaries that have occurred since the last approved zoning map. He also stated the base map of the village will be updated throughout the year as lot and parcel

information are entered into the GIS mapping system or received from the Counties. He further stated the last adopted map included updates through 2016. He stated going forward staff will present an update for review and approval annually on the calendar year. He also stated the map updates for the 2019 Official Zoning Map are detailed below for the Planning and Zoning Commission's review and recommendation. He stated the PZC considered the request at their regular meeting held on August 12, 2019 and gave no further direction or comment. He stated a motion was made to recommend the Village Board approve the Annual Zoning Map update and the motion was approved by a 4-0 vote.

Discussion – A Resolution Authorizing the Transfer of Property from the Village of Channahon to the Channahon Park District

Petrick stated through the Park District's analysis of property ownership, it was discovered that the Village of Channahon owns the property encompassing DuPage Park, located in the Indian Trails Subdivision. He stated the property is located at 24704 S River Trail. He also stated it is assumed that this was dedicated to the Village in error, or by an incomplete process. He stated the park was constructed with the development in the 1990s. He stated the Park District has requested that the ownership of the property be transferred to them. He also stated Village attorneys have drafted the necessary documents to transfer ownership. He further stated a resolution is required to approve the transfer.

Discussion – Hiring of a Code Enforcement Officer

Petrick stated this would be discussed in Executive Session.

FINANCE DEPARTMENT

Discussion – A Resolution Authorizing the Dissolution of the Police Pension Expense Fund, or Fund 03

Wagonblott stated the Police Pension Expense Fund – Fund 03 was established as a result of the creation of the Channahon Police Pension Fund (an Article 3 pension). She stated when the Village was initially required to establish the Article 3 pension for the Police Department (in the 1990's), the laws stated that the Village Board would levy taxes for the Police Pension Fund and then the Village was responsible for remitting those monies to the Pension Fund after each distribution was received from the counties. She also stated therefore, Fund 03 was created and utilized to account for the transfer of the property tax revenue that was received in the Village's bank account on behalf of the Pension Fund and then transferred to the Police Pension Fund's bank account. She further stated years later, Article 3 pension laws changed requiring any monies levied by a municipality for an Article 3 pension to be remitted directly into the Pension Fund's bank account. She stated in other words, the municipality no longer receives the portion of the Pension Fund's property tax revenue in the Village bank account and then transfers the applicable funds to the Pension Fund's bank account. She also stated as a result, Fund 03 no longer serves a purpose and I am recommending the Village Board approve closing down the Special Revenue Police Pension Expense Fund – Fund 03. She further stated Fund 03 has no fund balance.

Discussion – A Resolution Authorizing the Dissolution of the Capital Infrastructure Fund, or Fund 27

Wagonblott stated the Capital Infrastructure Fund – Fund 27 was established during fiscal year 2010 as a result of the Village's fuel & diesel tax ordinance. She stated this fund recorded a majority of the Village diesel tax revenue received each year from the local fueling stations. She also stated as needed, Fund 27 would transfer funds to the Motor Fuel Tax (MFT) Bond Fund 26

to cover expenses for the annual street maintenance road program or other funds as needed. She stated Fund 27 served no other purpose other than to maintain or accumulate Village diesel tax revenue for capital needs or other allowable expenses. She also stated no other expenses or revenue were recorded in Fund 27. She stated staff recommends closing the Capital Infrastructure Fund (Fund 27) and record the Village diesel tax in Fund 26 beginning in fiscal year 2020. She further stated Fund 26 utilizes the majority of the Village diesel tax revenue and would then also be able to support transfers to other funds as needed. She stated maintaining Fund 27 only adds an additional step to the process of recording the Village diesel tax revenue, which is not required. She also stated as a result, Fund 27 no longer serves a purpose and staff is recommending the Village Board approve closing the Special Revenue Capital Infrastructure Fund – Fund 27. She further stated Fund 27 has an estimated fund balance as of July 31, 2019 of \$265,592 (this amount represents the fund balance for Fund 27 prior to any final audit journal entries that may result from the April 30, 2019 audit).

Trustee Slocum confirmed that Fund 27 was established during FY 2010.

Wagonblott stated yes that's as far back as she could find.

Trustee Slocum stated that was when the Village Board raised the diesel tax by a nickel and we took all the extra money that we got and put it in this fund. He stated he recalled that they wanted to start building a fund to pay for local infrastructure improvements including the bridge deck over I-55, knowing that we were going to need that. He stated it was supposed to be a separate pot of money and if we didn't use it, we would transfer it over to the regular fund. He asked Dolezal that is also what he recalled..

Dolezal stated he believes this is correct, however we don't need the fund anymore.

Trustee Slocum stated that he understands we don't need the fund but confirmed that was the origin of it.

Wagonblott stated Fund 26 is where all of that happens. She stated it would all go into Fund 26, pending the elimination of Fund 27.

Trustee Slocum asked if we needed to make road improvements, we could use the MFT tax.

Wagonblott stated that the MFT fund is Fund 22 because that does have to be held in a separate fund. She stated that is the MFT tax money we receive from the State.

POLICE DEPARTMENT

PUBLIC WORKS DEPARTMENT

Discussion – 2019 Striping Project, Change Order No. 1

Dolezal stated this change order represents quantity adjustments to provide striping to the round about on Keating Blvd in Keating Point Subdivision. He stated this work would be paid using previously acquired Letter of Credit funds from Keating Point Subdivision. He also stated these changes generate a net increase of \$3,050 to the original contract cost of \$17,420.85 thus resulting in a new contract value of \$20,470.85

Discussion – Speedway LLC Release of Completion Bond for Site Development Permit

Dolezal stated as part of the site development, Speedway LLC has provided a Completion Bond in the amount of \$50,000 to insure maintenance of Erosion & Sediment Control and site stabilization for Mass Grading improvements throughout the site. He stated Speedway LLC has completed Mass Grading and has requested a release of the bond. He also stated the Village of Channahon has received the Improvement Completion Guarantee (ICG) for full site improvements.

COMMUNICATIONS

PUBLIC COMMENT

EXECUTIVE SESSION

Trustee Perinar made a motion to open Executive Session at 6:13 p.m. for Appointment, Employment, Dismissal, Compensation, Discipline and Performance of an Employee of the Village of Channahon. Seconded by Trustee Scaggs.

ROLL CALL AYES: Greco, Host, McMillin, Perinar, Scaggs and Slocum.

NAYS: NONE

MOTION CARRIED

Trustee Slocum made a motion to close Executive Session at 6:21 p.m. for Appointment, Employment, Dismissal, Compensation, Discipline and Performance of an Employee of the Village of Channahon. Seconded by Trustee Perinar.

ROLL CALL AYES: Greco, Host, McMillin, Perinar, Scaggs and Slocum.

NAYS: NONE

MOTION CARRIED

The Committee of the Whole was adjourned at 6:21 p.m.

**Submitted by
Kristin Hall
Village Clerk**

