

**CHANNAHON VILLAGE BOARD  
COMMITTEE OF THE WHOLE MEETING  
FEBRUARY 7, 2022**

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

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

**VP Moorman Schumacher 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.**

VP Moorman Schumacher asked the members of the board and the public to indulge her for a moment. She stated that as most of you know, her father passed away two weeks ago today. She also stated that she thought that she was going to be able to say some things, but she won't be able to. She asked all to please join her in a moment of silence.

**VILLAGE PRESIDENT**

**Discussion – Appointments to the Planning and Zoning Commission Board**

VP Moorman Schumacher stated we had two commissioners resign from the plan commission. One is relocating out of state due to a new job one is retiring from his career and he wanted to retire from everything at the same time. These two openings have come up rather quickly and with building/development season approaching, we need to fill those spots. Staff advertised for the positions on social media and website and we had some previous applications that we revisited. She stated that she along with Community Development Director Petrick and Administrator Durkin interviewed all the candidates she is proposing the appointment of Christopher Thurlby and Steve Weaver. Their biographies are included in the packet. She also stated that we try keep a broad spectrum of our demographic; from east side to west side, from new residents to old residents, younger and older residents, and a broad cross section of careers. She further stated that if the Board has any questions for them, they are here to answer them.

**ADMINISTRATION DEPARTMENT**

**Discussion – Purchase of a 2021 Ford F150 4x4 Crew Cab Pickup Truck for EMA  
Director/Deputy Liquor Commissioner Duties**

Durkin stated in the fall of 2019, the establishment of the EMA Department began. He stated a response vehicle was not available for the first 6 months. Then, the PD retired the 2013 Tahoe and the EMA Department took ownership of this vehicle. This vehicle has been used for EMA Emergency Response, Deputy Liquor Commissioner duties, and other EMA duties. He stated approved in the 2021-2022 budget was the purchase of a new EMA Director/Deputy Liquor Commissioner Vehicle for the various duties. He also stated the cost of the vehicle includes the vehicle, Bed Cap, Bed Slider, Lights, and Labeling. The total budgeted amount for the vehicle and additions was \$37,000. The current EMA 1 Vehicle 2013 Tahoe will become an additional

volunteer response vehicle and EMA2 and 3 will continue to be volunteer response vehicles also. He further stated the vehicles are necessary for the safety of the volunteers during event and emergency duties as they are equipped with emergency lighting for safety and response. This gives us the capability to respond in a safe timely manner to emergencies. We currently have 15 volunteers to respond to any emergency or assistance duty requested. He further stated normal response is 8 -10 personnel. The 3 volunteer vehicles will carry 10-12 personnel to the emergency or event. During 2021, the budgeted vehicle was not able to be purchased due to computer chip shortages. He further stated the base price now increased by \$9,664.00 to \$36,664 for the state purchase Dodge Ram 4x4 Crew cab. The original 2022 budget was for \$27,000.00 for the vehicle only. He also stated the \$37,000.00 budgeted amount includes bed cap and bed slide out shelf, Lights, and Lights and Radio installation, and EMA labeling.

Trustee Perinar asked what the mileage was on the 2021 Ford F150.

Durkin stated that it is a new vehicle, it's just a model year earlier than the 2022.

Trustee Scaggs asked why we would get a 2021 instead of a 2022?

Durkin stated it was just different options for the Board to consider.

Trustee McMillin asked how will the cost be split between EMA and the Deputy Liquor Commission duties.

Wagonblott stated that it wouldn't be split. It's all for the EMA Department or Department 57, which is all in the General Fund.

Trustee Scaggs asked how many vehicles does this department have now.

Durkin stated that with this purchase, it would be the fourth vehicle for the department. He stated that the department has 15 volunteers that are called out on a as needed basis.

Trustee Scaggs commented four vehicles for a department that we just started two years ago. He stated how often are the volunteers used.

Trustee Slocum stated that EMA does not have a trustee overseeing his department. He stated that he got involved when EMA Director Grimmenga called him because he knows some car dealers in town. He also stated that he called one of the car dealers, who quote is listed, and asked if he had anything used; which they did but he suggested checking with our local dealer first. He also stated that they went to the local dealer and found a 2017 Ford F150 for just a little less than what these were running for, with 37,000 miles on it. He further stated that we told the local dealer we weren't interested and we got a few more quotes. He stated that his suggestion was to go back to the dealer that suggested we shopped local in the first place. He also stated that is how he got involved with this and that is how we got all three quotes. He further stated that as this is splitting hairs and he can't vote on this; he will have to abstain, but he wanted to put his two cents in that D'Arcy has been very good to our community.

Durkin stated that the Dodge Ram was the Suburban Purchasing Vehicle and was the one that was originally budgeted. He stated delivery on that it is 4-12 months out.

Further discussion took place regarding this topic.

**Discussion – A Resolution with Respect to a Proposed Tax Increment Finance District Establishing the Dates for a Public Hearing and Joint Review Board, Creating an Interested Parties Registry, Authorizing Reimbursement of Costs Concerning the Redevelopment of Certain Property and other Matters in the Village of Channahon (“Tryon Street TIF”)**

Durkin stated prior to the establishment of the Tryon Street TIF District, state law requires a series of actions to be taken as part of the TIF establishment process. He stated this is a continuation of the exploratory process and at this point does not commit the Village Board to the establishment of a TIF. He further stated these actions include:

- Establishment of a Public Hearing to gather input required related to the consideration and adoption of the TIF;
- Establishment of a Joint Review Board meeting date. The Joint Review Board is comprised of representatives from the affected taxing bodies and a community member who represents the public;
- Creation of an Interested Parties Registry and associated registry rules. An “interested party” may be either (1) a resident of the Village or (2) an organization active within the Village. Those interested parties that register will be entitled to receive specific information about activities relating to the TIF redevelopment project areas.
- Establishing a designated officer who may be contacted for additional information and to receive comments and suggestions regarding the redevelopment of the Redevelopment Area.
- Residential certification that there are not more than 75 inhabited residential units currently located within the proposed TIF and no residents will be displaced.
- Reimbursement for redevelopment project costs.

**Discussion – An Ordinance Amending the Village of Channahon Code of Ordinances with Respect to Liquor Licenses (Outdoor Sale and Consumption of Alcoholic Beverages) – 1<sup>st</sup> Read**

Durkin stated in 2016, the Village Board passed an ordinance creating a class of liquor license (Class L) that allowed for the consumption of alcoholic beverages outside of a licensed premises, which became known as the outdoor dining liquor license. He stated the provisions of the license allowed for the outside sale, delivery and consumption of alcohol only in conjunction with the sale and consumption of food. He also stated with the onset of the COVID pandemic and the closure of businesses, the Village temporarily relaxed the requirements in the outdoor dining license and allowed those businesses who serve alcoholic beverages, but not food, to provide an adjacent outdoor area for the consumption of their product. He further stated this allowed those businesses to remain viable throughout the pandemic. He stated there have been no complaints with regard to this temporary relaxation in requirements and the draft ordinance for your consideration makes this a permanent amendment to the Village code. He also stated the draft ordinance includes provisions for establishing the areas, hours of operations, provisions

regarding notification requirements and the use of loudspeakers or sound systems. He further stated the ordinance provides that an Outdoor Service License may only be held by Class A, B, H or K licensees and that no Class L license shall be issued except in conjunction with another Class of License. He stated there is proposed that there shall be no limit on the number of licenses. He also stated this ordinance also proposes that no additional fee be required for the issuance of a Class L license.

**Discussion – An Ordinance Permitting the Off-Premises Sale and Delivery of Alcoholic Beverages – 1<sup>st</sup> Read**

Durkin stated pursuant to a 2021 change in state law, the proposed ordinance modifies Section 111 (Alcoholic Beverages) of the Village Code. He stated this ordinance provides that the holder of a Class A, B or H licensee may provide for the delivery and sale of alcoholic beverages as defined in the ordinance. He also stated the permissions contained in the ordinance are only authorized to those retailers which have received a state license for off-premises sales as authorized by the legislature. He further stated the ordinance establishes the requirements related to these provisions and also includes a sunset date of January 3, 2024, in accordance with state law.

Trustee McMillin asked if we've let the liquor license holders know about this.

VP Moorman Schumacher stated that if it passes, we will let them know.

**Discussion – A Resolution Authorizing a Jurisdictional Boundary Line Agreement between the Village of Shorewood and the Village of Channahon**

Durkin stated there is a Public Hearing on this at the Regular Board meeting. He stated that it is the same agreement that was originally passed in 1976.

**Discussion – A Resolution Approving A Preliminary Agreement Regarding Formation of a Regional Water Commission, Making Preliminary Declarations of Future Lake Michigan Water Needs and Other Related Matters**

Durkin stated as of February 3, 2022, the following communities have approved the preliminary IGA and are members of the Regional Water Commission; Village of Minooka, Village of Shorewood, City of Crest Hill and City of Joliet. He stated that nothing within the agreement has changed. It is on the agenda for approval tonight if the Village Board wishes to take action this evening.

**Discussion – A Resolution Approving a Memorandum of Understanding regarding Share Water Delivery Services between the Village of Channahon and the City of Joliet**

Durkin stated the Village of Channahon and the City of Joliet each provide potable water service through their water systems to their water customers and are in the process of obtaining and developing a new alternative joint water supply and joint water works system in conjunction with other municipalities in the region. He stated as such, the municipalities are considering a preliminary agreement regarding the formation of a water commission and the establishment of the joint supply and supply system. He also stated per the agreement, each municipality will have one delivery point provided at the expense of the Regional Water Commission (RWC). He further stated Channahon and Joliet have determined that if both municipalities join the RWC, it

will be cost-effective and efficient to enter into an agreement to allow a portion of the water purchased by the Village to be delivered by Joliet to a second delivery point through improvements that will serve a portion of the City of Joliet as well as a portion of the Village, rather than the Village work off a single water delivery point. He stated improvements will include a new water main segment, and improvements/modifications to the Essington pump station and other segments of existing water mains. He also stated the attached Memorandum of Understanding spells out specifically the necessary improvements and costs associated with the second water delivery point for the Village.

Wagonblott discussed a conservative plan on the potential increases to water usage fees for the residents to fund the alternative water source improvements solely through the make the utility fund.

A lengthy discussion took place regarding the plan.

Trustee Scaggs asked where we were with City of Joliet and widening Route 6, since we are helping them with this alternative water, he would hope they would consider helping with the widening of Route 6.

VP Moorman Schumacher stated that we are back at the table. She stated that the alternative water source is a mutually beneficial arrangement for Joliet and the members. She also stated that the City of Joliet could not do it without us and we could not do it without the City of Joliet; it's truly a regional thing. She further stated that Durkin just met with the County. She stated that the County put together a map of the Rt. 6 frontage showing how the communities directly abut Rt. 6 to help determine how the cost could be split up.

Durkin stated Elaine Bottomley is with the Will County Executive's Office. He stated that she used to be the Transportation Planner for the Will County Governmental League. He also stated that we've had discussions with Will County, City of Joliet, the Will County Governmental League and the consultant working with Will County. He further stated that they have been discussing the Phase I engineering costs associated with the widening in Route 6. We have been barking about this issue for some time, but before anything can happen there is about \$3 million in costs for Phase I engineering that needs to be done. He also stated that this is a State Route. He further stated that during the discussions, the topic of how we can get the State to move ahead with this and one of the answers is by sharing in some of the cost of the Phase I engineering. He stated that he is happy to say that City of Joliet sees the need for all of us to be involved in getting the State to move on this.

VP Moorman Schumacher stated that the State has committed to their portion, if the other communities can get together on the other portion of it.

Durkin stated that movement on this topic needs to be timely. This project is not currently in the State's 5-year plan. They have expressed interest starting this Phase 1 soon so we want to get this done quickly before the project loses steam.

## **COMMUNITY DEVELOPMENT & INFORMATION SYSTEMS**

**Discussion – Consulting & Managed Services Agreement for Computer Consulting, Installation and Related Services**

Petrick stated that he wants to preface this item whenever we talk about our computer systems and cybersecurity, we prefer to be somewhat vague, especially in a public setting. He stated that you don't want to tell people which doors are easy to break into. He also as the security of information technology assets and information has become increasingly important and complex, especially in recent years, there is a need to increase the security posture of the Village of Channahon. He stated to accomplish this, a contract has been proposed by Guaranteed Technical Services and Consulting, Inc. [GTSAC] to maintain Village system security, and data integrity. He also stated as the risk and expense of data loss, data theft, and system ransoms, has increased rapidly over the short term, the cost of the Village's cyber liability insurance has doubled in the past year. He further stated in addition, our cyber liability insurance is increasingly requiring more and more complex requirements to be fulfilled in order to maintain coverage. He stated this service contract will help to ensure the Village is able to meet the insurer's requirements and may prevent some insurance cost increases moving forward. The complete list of services provided thought the Managed Services Agreement can be found on Exhibit B of the contract attached as a supporting document. He also stated insurance cost mitigation is only one factor for the need for this service, with the larger issue being the need to protect Village systems, utilities, resident data, and the ability for the Village to perform services in the event of a catastrophic loss. He further stated this was originally something that was to be initially included in the 2022/2023 Budget, but due to recent advisories issued by the Department of Homeland Security, Cybersecurity & Infrastructure Security Agency [see supporting document], it is thought prudent to implement now. He stated the cost of service for the current fiscal year will be largely made-up by canceling or deferring other technical projects. He stated in some instances, this will take the place of other services needed, such as on-site and cloud replicated backup of servers & data. He also stated GTSAC has been the consultant of choice for Village technical services needs since 2016. He further stated they have provided consulting for high-level support for servers, network, and security, as well as coordinated efforts of the Village SCADA system – which is the communications network for Village Water and Wastewater infrastructure. He stated the Contract Cost Details: Cost: \$5,000 initial implementation fee and \$2,500 per month and Term: 2/15/2022 – 2/17/2025.

**FINANCE DEPARTMENT**

Wagonblott stated that she had no formal items for discussion.

**POLICE DEPARTMENT**

Casey stated that he had no formal items for discussion.

**PUBLIC WORKS DEPARTMENT**

**Discussion – 2021 MFT Road Maintenance Project Change Order #1**

Dolezal stated the Board awarded this contract to Gallagher Asphalt on September 7, 2021 in the amount of \$794,110.57. He stated this change order represents additional pay items and final quantities adjustments. He also stated these changes generate a net increase of \$9,126.98 to the original contract cost of \$794,110.57, resulting in a contract value of \$803,237.55.

**Discussion – A Resolution to Enter into Easement Agreements for the Bridge Street Multiuse Path**

Dolezal stated that seven easements are required for our Bridge Street Multiuse Path. He stated that we are working on acquiring those and we have three of those ready to accept and approve the payments on them.

**COMMUNICATIONS**

None

**PUBLIC COMMENT**

None

**EXECUTIVE SESSION**

None

The Committee of the Whole was adjourned at 6:58 p.m.

**Submitted by**

**Kristin Hall, Village Clerk**

A handwritten signature in black ink that reads "Kristin Hall". The signature is written in a cursive, flowing style.