

**CHANNAHON VILLAGE BOARD
COMMITTEE OF THE WHOLE MEETING
FEBRUARY 15, 2021**

VP Moorman Schumacher 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, 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 stated we've had a lot of bad things happen lately and unfortunately a lot of members of our community have passed on. She stated that she would ask that we have a moment of silence for a few people; Dorothy Cook, who was the wife of our very first Village President, Bill Cook, passed away. She was in her 80's. She also stated that Zach Sing, who was the 6-year old son of our former employee, Kevin Sing, who is now the Village Administrator in Manhattan. She further stated that Zach was up at Luries Childrens Hospital for 4-5 weeks and passed away on February 13th. She asked for a moment of silence for them. She also asked that we all please keep the families in your thoughts and prayers.

ADMINISTRATION DEPARTMENT

Discussion – Approval of Landscape Maintenance Agreement between the Village of Channahon and Celtic Landscaping, LLC

Durkin stated village staff has completed review of the responses to a Landscape Maintenance RFP released in the end of 2020 for landscape maintenance services at the Village Hall property, Village ID signs and the area around the interchange of US Route 6 and I-55. He stated the following shows the areas to be maintained are provided in the packet. He also stated as a reminder, expenses for landscape maintenance contemplated herein was included in the FY 2020/2021 budget but was postponed due to the pandemic. He further stated this is expected to be a budgeted item in the FY 2021/2022 budget.

He stated the agreement, developed by the Village Attorney and staff, contains, general operating requirements, including compliance with all applicable governmental laws, rules, regulation and improvements, breach of contract provisions, events of defaults and remedies, insurance and indemnification requirements and other miscellaneous provisions. He also stated this agreement has been agreed upon by Celtic Landscaping, LLC.

Discussion – Adopting a Special Ordinance Authorizing the Ceding of Private Activity Bonding Authority – 1st Read

Durkin stated based on our relationship and past participation with the Will Kankakee Regional Development Authority (WKRDA), as a Home Rule Community, we are entitled to a volume cap allocation of \$1,439,460. He stated as we currently have no ongoing projects, should we do nothing, as of May 1st our allocated dollars would be returned to the State of Illinois. He also

stated an alternative to this would be for the Village to pass an ordinance authorizing the ceding of private activity bonding authority to transfer our allocated funds to the WKRDA. He further stated in so doing, our funds would be available, and committed to our area, not at the state's discretion. He stated also, in authorizing the transfer, if the Village develops a project between now and September 1st, we could potentially utilize the WKRDA as a funding/bonding source.

Trustee McMillin asked if we've ever thought of trying to figure out a way to keep this for us. He stated that he has talked to Attorney Silverman about it, but he's never figured out why we can't keep it for ourselves to do something with.

Wagonblott stated this is the same question that was brought up last year when we were going through this. She stated she reached out to gentleman, two or three times and didn't get a response. She also stated that she knows there is a reason and the documentation that she has does not say. She further stated that there is a special circumstance with this money.

Trustee McMillin asked if we could hold back for one year and see what happens.

VP Moorman Schumacher stated that we will lose it. That's the problem.

Durkin stated we would lose the money that's been allocated through the program, by the State of Illinois, for this region. He stated that the money would go back to the State of Illinois, to be used at some other region that the State deems necessary. He also stated that by us ceding this authority to the Will Kankakee Regional Development Authority, they can use that money if they have projects in their area that they oversee.

Trustee McMillin stated that their particular region would be our region.

VP Moorman Schumacher stated that Trustee McMillin brings up a very good question. She stated why don't we ever have projects.

Trustee McMillin stated we have been doing this for a number years now and we never get anything out of it.

VP Moorman Schumacher asked what are the qualifying projects. She stated that it is probably a little late for this year, but what is the criteria and why don't we have projects.

Dolezal stated that going from memory, the qualifying projects are things like hospitals and airports, items that we don't have any development for. He stated that he doesn't think you can just go build a road with this money.

Trustee McMillin questioned whether it gives us any skin the game. We've been doing this for so many years providing support for projects that have never benefited the residents of Channahon.

Durkin stated we can reach out to that individual again and see if they can come to our next board meeting. He stated that he doesn't know if any projects have been done with the money that have directly benefited the residents of Channahon.

VP Moorman Schumacher stated it would be nice to know what they are doing with the money, even if it doesn't benefit Channahon.

COMMUNITY DEVELOPMENT & INFORMATION SYSTEMS

Discussion – A Resolution Extending the Time to Implement a Special Use Permit for the Operation of an Automobile Laundry (Car Wash) for Casey's General Store

Petrick stated Ordinance 2007 approved by the Village Board on February 17, 2021 authorized a Special Use Permit for the operation of an automobile laundry (car wash), including final site plan approval, for the new Casey's General Store location. He stated Casey's Retail Company has since changed the design of their convenience store and fueling canopy and desires to reduce the car wash to one (1) bay versus the two (2) that were approval. He also stated the engineering and site plans have been submitted for staff review. He further stated IDOT has also informed the applicant that their access permit at Route 6 requires full review again given that the site plan has changed substantially. He stated the amendment to the special use permit would require a public hearing before the Planning and Zoning Commission, which would be scheduled for a PZC meeting when final engineering nears completion. He also stated the applicant is requesting the Board's approval of an extension of one (1) year in order to allow for further time to complete final engineering and planning review. He further stated representatives of Casey's will be available to answer any questions.

VP Moorman Schumacher questioned whether we already renewed this once.

Petrick stated yes, it has already been renewed once.

VP Moorman Schumacher asked if they are still waiting to hear from IDOT.

A representative from Casey's stated they have seen a wide variety of response times from IDOT, ranging from 12-20 weeks and it was submitted 4-6 weeks ago. She further stated that it is really hard to tell when IDOT will issue a permit. They are seeing really long lag times from IDOT right now.

Trustee Slocum asked what is the issue with IDOT.

Petrick stated that his understanding is when they changed the design of the site, even though it has minimal impact to the entrance on Route 6, IDOT wanted to take a look at everything again to see if the de-acceleration lane was necessary, warranted and sufficient for the new design of the site compared to where they started out with this project a few years ago.

A discussion took place regarding the site plan changes.

Discussion – An Ordinance Amending Title XV, Chapter 156 “Zoning Regulations” of the Village of Channahon Municipal Code Regarding Fences in the Channahon Proper Overlay Zoning District and Fences as a Variable Zoning Resolution - 1st Read

Petrick stated staff is presenting a text amendment to Municipal Code Chapter 156 Zoning Regulations, specifically the Variations Section regarding adding fences to the list of variable zoning regulations and the Channahon Proper (CP) Overlay District Section regarding rear-to-rear corner lot fence exception criteria. He stated amendments to the Zoning Regulations require a public hearing before the Planning and Zoning Commission.

PZC RECOMMENDATION:

He stated the PZC considered the request during a public hearing at their regular meeting held on February 8, 2021. He stated during the public hearing no members of the public provided comments and Commission discussion focused on the following:

- What circumstances might be considered a hardship for a fence (i.e. saving of an old tree or unusual lot configuration);
- Utilizing the Overlay District criteria to regulate the unique situations that arise in that area.

He stated a motion was made to enter the findings of fact that the standards set forth in the appropriate sections of the Village Code had been met and to recommend the Village Board approve the text amendment. He also stated the motion was approved by a 5-0 vote.

FINANCE DEPARTMENT

Discussion – Proposal for the Extension of Audit Services, Fiscal Years 2022 through 2026

Wagonblott stated the outside audit firm Miller Cooper & Co. Ltd. initially performed audit services for the Village of Channahon in 2017. She stated that the end of 2021 will be upon us in a few months and that will be the last audit under the current agreement with Miller Cooper. She also stated that she reached out to the auditors to obtain an audit services proposal for fiscal years after April 30, 2021. She further stated that Miller Cooper is pleased to have the opportunity to submit their proposal to audit the Village for fiscal years ending April 30, 2022, April 30, 2023 and April 30, 2024, with the option to extend for two additional years (April 30, 2025 and April 30, 2026). She stated that the fee schedule for the future 5 years of audit services are as follows:

April 30, 2022 = \$38,875 (0% increase)
April 30, 2023 = \$39,850 (3% increase)
April 30, 2024 = \$40,850 (3% increase)
April 30, 2025 = \$41,875 (3% increase)
April 30, 2026 = \$41,875 (0% increase)

She also stated that the fee proposed for the first audit under the extension agreement would be the same amount as the fee for the April 30, 2021 audit under the current agreement. She further stated that the auditors are proposing the same rate for the last of the 2-year optional audits (fiscal year 2026). She stated an interesting fact to not is that the proposed fee for the April 30, 2026 audit is lower than the annual fees the Village paid to the previous audit firm between the years 2010 through 2016. She also stated that audit fees for fiscal years between 2010 and 2016 ranged from \$45,400 and \$48,160. She further stated that the Village and Miller Cooper have worked successfully over the past 4 years. She stated final audit reports have been timely, the audit team assigned is responsive to questions during and outside of the audit process, the Village has continued to receive the GFOA Certificate of Achievement award and the auditors assist with implementing GASB requirements on an annual basis. She also stated that village staff does not see the need to obtain a new audit firm at this time. She further stated that if Miller Cooper is engaged for the audit agreement extension for the next 3-5 audit years, village staff would likely recommend to the Village Board that an audit services Request for Proposal be drafted for fiscal year audits subsequent to April 30, 2024 or 2026. She stated that village staff recommends changing audit firms every 8-10 years. She also stated that the auditors previous to Miller Cooper were engaged for numerous decades, a practice not encouraged by the current Finance staff.

POLICE DEPARTMENT

Casey stated he had no formal items for discussion.

PUBLIC WORKS DEPARTMENT

Discussion – IDOT Maintenance Resolution

Dolezal stated IDOT requires a surety bond for anyone doing work in their right-of-way. He stated that is a guarantee that the work or restoration gets done according to their standards. He also stated that in lieu of that, they allow municipalities to pass a resolution saying that we will do that stuff and not have to post a bond every time we do work. He further stated that this resolution is good for two years.

Discussion – 2020 Police Parking Lot Expansion Project Change Order 1

Dolezal stated the Board awarded this contract to P.T. Ferro Construction on November 2, 2020 in the amount of \$93,345.34. He stated this change order represents final quantity adjustments for the project. He also stated final quantities generate a net decrease of \$4,262.34 to the original contract cost, resulting in a new contract value of \$89,083.00

COMMUNICATIONS

PUBLIC COMMENT

Dave Ferro, resident of Channahon, stated he's plowed his driveway for the fifteenth time this year, like everyone else has. He stated that he looked around and starting seeing the fire hydrants were buried. He also stated that he would like to ask the Village to put the word out to get residents to adopt a hydrant. We can't expect our fire department to go out and uncover the hydrants. He further stated that you need the fire department and they have to take the time to find a hydrant, it may take too much time.

VP Moorman Schumacher stated we can certainly mention it.

EXECUTIVE SESSION

The Committee of the Whole was adjourned at 6:29 p.m.

Submitted by
Kristin Hall
Village Clerk

