

**CHANNAHON VILLAGE BOARD
COMMITTEE OF THE WHOLE MEETING
MAY 3, 2021**

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

Also present were 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 Jim Murphy 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 for those of you that know Leti, today is her 50th birthday. She also stated that Dan Kostal, who is on-duty, stopped in this evening because the Village received a Lexipol Gold Award. She further stated that Dan is our Lexipol Coordinator so he makes sure that everyone does what they are supposed to do.

Chief Casey stated that the police department is doing amazing things, especially these last couple of years. He stated that Dan is our Lexipol Coordinator and every month he goes through and makes sure our officers have read and acknowledged any new policies and complete the daily training bulletin. Dan is the one that makes sure all of this gets done and that all standards are met and that everyone is completing requirements on time. He further stated that 2020 was the first year that we were awarded the Lexipol Gold Connect Award, and most of the credit should go to Dan. He stated that not only is he our Lexipol Coordinator, he is also our Senior Patrol Sergeant.

ADMINISTRATION DEPARTMENT

Discussion – An Ordinance Authorizing the Execution of an Annexation Agreement between the Village of Channahon and Expert Electrical Contractors, Inc. (Creekside Estates Property) – 2nd Read

Discussion – An Ordinance Annexing Certain Territory to the Corporate Limits of the Village of Channahon (Creekside Estates Property) – 2nd Read

Discussion – An Ordinance Proposing the Establishment of a Special Service Area and Calling for a Public Hearing with Regard Thereto – 2nd Read

These items will be discussed during the Public Hearing at the Board Meeting.

Trustee Host entered the meeting at 6:04 p.m.

Discussion – Approval of TIF Redevelopment Plan Proposal provided by Kane McKenna and Associates for the Tryon Street/US Rt. 6 TIF District

VP Moorman Schumacher stated this is a second read item. She stated that there were some questions and she believes those have been answered. She also stated that there is a lot of proposed legislation being considered right now, in terms of TIF Districts, and it could change the ability to do TIF's greatly.

Discussion – Approval of Site Access Agreement between the Village of Channahon and the Owners of 23813 and 23819 W. Eames Street – Ivo’s Property

VP Moorman Schumacher stated the attached site access agreement between the Village of Channahon and the Owners of 23813 and 23819 W. Eames Street allows the Village or its representatives to enter onto and into the property to conduct physical inspections, environmental inspections and sampling activities to determine the Property’s suitability for potential purchase and/or development. She stated the purpose is to memorialize the understandings of the Village and owner regarding the investigations. She also stated the agreement allows the Village to: (1) conduct a physical inspection and appraisal of the property; (2) conduct engineering studies, core borings, drillings, surveys and such other due diligence investigations and analyses; and (3) conduct any environmental study the Village deems necessary. She further stated it includes provisions on insurance issues and other contractual matters.

Trustee Slocum asked if we have people lined up to come and do the assessment.

VP Moorman Schumacher stated yes, Durkin has looked into some assessments. She stated that we did need to get a Site Access Agreement in place before we could get on that property.

Trustee Scaggs stated that he did some asking around and \$240,000 for demolition and disposal, even if there is lead and asbestos, seems like a high number.

VP Moorman Schumacher stated that the property taxes on the property have been extended to October/November which gives the Village more time to act.

Trustee McMillin asked where the demolition and disposal number came from.

Petrick stated the developer sought out that quote and shared it with us when they received it in the summer of 2020.

Further discussion took place.

COMMUNITY DEVELOPMENT & INFORMATION SYSTEMS

Discussion – An Ordinance Rezoning Property to the R-3 Zoning District, Approving a Special Use Permit for Planned Unit Development to Allow Residential Duplex Development and for Certain Exceptions to the Channahon Municipal Code Title XV Land Usage with Respect Thereto (Creekside Estates) – 1st Read

Discussion – Preliminary Plat of Subdivision for Creekside Estates

Discussion – Final Plat of Subdivision for Creekside Estates Unit 1

These items will be discussed during the Public Hearing at the Board Meeting.

Discussion – Temporary Use Permit for Families of Faith Ministries

Petrick stated per Zoning Regulations Section 156.201, a Temporary Use Permit must be issued by the Village Board for a temporary event that would otherwise not be considered part of the permitted use or improvements on the property. He stated Families of Faith Ministries located at 24466 W, Eames Street is requesting approval of a Temporary Use Permit for a carnival for the purpose of community outreach and family fun. He also stated the complete Temporary Use Permit application is attached for review.

He further stated the dates and times of the event are as follows:

- Thursday, June 3, 5:00 pm to 9:00pm
- Friday, June 4, 5:00 pm to 9:00 pm
- Saturday, June 5, 1:00pm to 5:00 pm
- Sunday, June 6, 1:00 pm to 5:00 pm

Petrick stated event parking will be provided in the ample on-site parking lots in addition to overflow parking areas on the grounds as marked on the site plan provided with the application. He stated no roads have been requested to be closed, nor additional traffic services deemed necessary given that the property has two (2) full access drives to Route 6 and Dove Drive. He also stated Families of Faith and the Village of Channahon have been listed as additional insured on the Windy City Amusements, Inc. insurance policy. He further stated Windy City Amusements are currently working with the Will County Health Department to obtain the necessary licenses for their food vendors. He stated the Channahon Fire Protection District has been contacted and will provide the required safety inspection services of the vendors and carnival rides prior to the opening of the event. He also stated the Police Department has provided Families of Faith a quote for Police Officer Staffing during the event should they opt to have off-duty officers present on site. He further stated if the Officer Staffing quote is not executed, Deputy Chief Bogart has indicated that on-duty officers will be made aware of the event and will stop by periodically as done with all open-air event requests in the village.

Trustee McMillin asked if there would be a water meter and a back flow preventer on site for the event. He stated that they fill up the rides with the water and over the years they would hook up to the fire hydrants. He also stated that they would take the hoses out of the trailers that sit full of dirty water.

Petrick stated that he has not seen anything in regards to water service.

Trustee Slocum asked what kind of rides are we talking about.

Al Crespo, Administrator for Families of Faith Ministries, stated regular carnival rides. He stated that they are providing their own generator, so no electricity is being pulled from their building whatsoever. He also stated that they have done a site visit and found that to be acceptable.

VP Moorman Schumacher stated that Trustee McMillin's question was in regards to water for ballasts.

Further discussion took place regarding if a water meter was needed and security.

FINANCE DEPARTMENT

Presentation – Current Long-Term Bond Investments with Bernardi Securities by Matt Bernardi

Matt Bernardi gave a brief presentation of the Portfolio and Market Update to the Board.

Discussion – Annual Police Pension Treasurer’s Report

Wagonblott presented the Annual Police Pension Treasurer’s Report for fiscal year ending April 30, 2021. She stated as required by state statute 40 ILCS 5/3-141, on the 2nd Tuesday in May annually, the treasurer and all other officials of the municipality who had the custody of any pension funds herein provided, shall make a sworn statement to the pension board, and to the mayor and council or president and board of trustees of the municipality, of all moneys received and paid out by them on account of the pension fund during the year, and of the amount of funds then on hand and owing to the pension fund. She also stated that the Channahon Police Pension Fund (pension fund) receives property tax monies levied and owed to the pension fund by Will and Grundy County directly in the pension fund’s checking account. She further stated the Village never received any property tax monies from the counties that belong to the pension fund. She further stated that the Village does collect, on a bi-weekly basis through the payroll process, the active pension fund employees’ pension contributions. She stated that these monies are remitted directly from the Village to the pension fund’s checking account on a monthly basis prior to the end of each month. She also stated that the Village does not owe the pension fund any monies at the end of the fiscal year April 30, 2021.

Discussion – Certificate of Deposit Maturity

Wagonblott stated the Village has a CD that is maturing at Busey Bank on May 11, 2021. She stated that the current value of the CD is \$897,396.61. She also stated that this particular CD is recorded in the General Fund. She further stated that the CD rates are quite low at this time and would not yield much interest. She stated that it is her opinion to move these funds to another CD would not be advantageous at this time. She also stated that her recommendation is to close out the CD that matures on May 11, 2021 and deposit the funds into the Village’s Fifth Third General Checking account until a later date. She further stated that the proceeds of the matured CD can then be invested in another CD at a time when interest rates increase. She stated once further analysis has been completed, the recommendation may be to move the proceeds of this CD along with additional Village cash reserves to a different investment vehicle(s) in an effort to earn higher interest income. She also stated that due to the time sensitivity of this matter, she would be requesting direction from the Board tonight as to where the proceeds of the maturing CD should be deposited.

POLICE DEPARTMENT

Discussion – Request the Village Board Authorization to Place an Order for Three 2021 Dodge Durango Vehicles

Casey stated the police department is budgeted to replace three (3) squads under our FY22 Capital Projects. He stated he would like to move forward with the purchase of the three budgeted squads. He also stated delivery times are extremely unpredictable with supply chain interruptions, and under ideal circumstance, delivery can take several months, to include up fitting. He further stated we were able to work with Tyson Motors in Shorewood to keep our dollars local and purchase the vehicles at an approximate saving, over the Suburban Purchasing Cooperative we would normally use, of \$500 dollar each. He stated because Tyson is selling outside their normal processes, they have requested a firm commitment as soon as possible to lock in those prices. He also stated two of the vehicles will be used to replace patrol squads at a cost of \$34,914 each. He further stated they will replace two 2015 Ford Explorers with 118,000 and 135,000 miles on them respectively. He stated the third vehicle will replace the Detective Sergeant’s squad at a cost of \$33,969. He also stated the replaced squads will be repurposed between our Emergency Services Division, Investigations, and a possible second training

squad. He further stated he is asking the Board's approval to purchase all three (3) 2021 Dodge Durango vehicles at a cost not to exceed \$104,500. He stated this request is part of the police squad replacement plan budgeted under FY22 Capital Projects and would be under budget.

PUBLIC WORKS DEPARTMENT

Discussion – Hire Seasonal Laborers

Dolezal stated Twenty thousand two hundred eighty dollars is in the approved 2021-2022 budget for summer help. He stated 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 within the confines of the budgeted dollars. He also stated that currently we have one applicant for three positions, so this year he is going to ask of one more thing from the Board. He further stated that the one applicant, would be precluded per the rules of our Employee Handbook. He stated that we have two family members already employed in the Village, one in the Public Works Department and one in the Police Department. He also stated that this person has also worked for us before in the summers. He further stated that if we need to waive that requirement to fill these three positions, he would like the ability to do that.

Discussion – U.S. Route 6 Multi-Use Path Professional Phase II (Design) and Phase III (Construction) Engineering Services

Dolezal stated the Village requested Robinson Engineering to provide a proposal for Phase II Design and Phase III Construction Engineering Services for a planned US Rt 6 multi-use path. He stated the path will be located on the north side of US Rt 6, extending from Thomas Dillon Dr to Patricia Ln. He also stated the path is projected to be constructed in 2022.

Discussion – 2021 Various Spray Patching Project Contract

Dolezal stated spray patching is a process of manually spraying a bituminous material onto a damaged area of asphalt road, followed by a layer of stone chips. He stated spray patching is used to maintain isolated areas of extensive cracking, potholes and severe raveling. He also stated in previous years, bidding this project failed to produce multiple experienced contractors with the necessary equipment to do this type of asphalt repair application, or who can meet even basic insurance requirements. He further stated this project was last bid in 2018 with only one contractor submitting, Midstate Asphalt Repair. He stated therefore, Staff recommends contracting directly with Midstate Asphalt Repair who has been doing this work in the Village for over 15 years and has consistently performed well. He also stated the contract includes unit costs as follows: \$9.60/gallon for CRS-2 bituminous material; \$27.50/ton for CA-16 aggregate; and \$1,350/day for rolling. He further stated this work will be paid using 2021 local road maintenance funds budgeted for this project. He stated required insurance coverages for this contract meet those of the IDOT Standard Specifications and typical Village of Channahon requirements with one exception. He also stated due to excessive costs, a provision for umbrella insurance coverage has been omitted. He further stated according to the contractor, this additional coverage cost is well over \$4000 which would be passed onto the Village through increased unit prices resulting in significantly less spray patching work. He stated staff also recommends allowance to accept a cashier's check at 50% of the value of the contract to serve as a contract bond. He also stated we feel this guarantee is sufficient as spray patching does not excavate or otherwise disturb the roadway. He further stated doing so also provides a savings to the contractor, and by extension to the Village, resulting in additional spray patching improvements.

Discussion – Approval of National Wash Authority, LLC Proposal to Wash Water Towers 3 and 4

Dolezal stated as budgeted in this fiscal year, we have asked National Wash Authority, LLC to provide a proposal to clean Water Towers 3 and 4, located on Ridge Road and Bluff Road, respectively. He stated in the case of Tower 3, the work is also being done prior to an anticipated maintenance inspection later this year. He also stated National Wash Authority, LLC has performed this work satisfactorily for us in the past.

Discussion – Purchase of New Skid Steer

Dolezal stated this proposed skid steer is a replacement for the 16 year old current piece of equipment. He stated the new unit is slightly larger but will work with our current attachments. He also stated the cost is \$51,662.98 and will be offset by trading in the current unit which is estimated at \$12,500. He further stated this is budgeted at \$51,000 and the purchase would be through the Sourcewell Cooperative contract number 032515-JDC with West Side Tractor.

Discussion – Contracts for Phase I Environmental Services and Wetland Delineation for Land Acquisition Associated with New Far West Waste Water Treatment Plant

Dolezal stated the Village has long planned to build a wastewater treatment plant to serve its western area (essentially west of McClinden Road including the Brisbin Road development area). He stated the Village has previously completed a Phase 1 Environmental Site Assessment (ESA) on a property to use for this new wastewater treatment plant. He also stated subsequent to that, the Village has entered into a purchase contract for the property. He further stated before actually acquiring the property, we are looking to secure access to the site and perform some other due diligence. He stated along those lines we have requested a proposal from SEECO to do some additional Phase 1 ESA and a wetland delineation on the property.

Dolezal stated that at the budget workshop we had some discussions on the Parkway Trees. He stated that we talked about maybe doing something different. He also stated that people are calling and we are currently telling them it 50/50, so he would like Board Direction on how to continue.

Board Direction was to continue with the 50/50 Tree Replacement Program.

COMMUNICATIONS

PUBLIC COMMENT

Al Crespo, Administrator for Families of Faith Ministries, stated he tried to contact the provider for the carnival to ask the specific question about the water. He stated that he remembers that they walked though the property to inspect it, and that he doesn't remember him every saying anything about needing water. He also stated that because they only have 30 days, and he has been holding all advertisement pending the approval of this permit, they can proceed with the temporary use permit, as we will not need a water meter. He further stated that if we do need a water meter, we will come and get the permit for that. He stated that he would like to release the advertising of the event.

VP Moorman Schumacher asked Dolezal how much lead time he needs for water meter and the back flow preventer, if requested.

Dolezal stated that there is a deposit of a couple thousand dollars that is required.

Further discussion took place regarding the topic.

Board Direction was for Families of Faith Ministries would need to let the Village know by Monday, May 10th, 2021, if they needed the water meter and back flow preventer.

EXECUTIVE SESSION
Purchase or Lease of Real Estate

Executive Session did not take place.

The Committee of the Whole was adjourned at 6:50 p.m.

Submitted by
Kristin Hall
Village Clerk

