

**CHANNAHON VILLAGE BOARD
COMMITTEE OF THE WHOLE MEETING
MAY 4, 2020**

Village President Missey Moorman Schumacher called the meeting to order at 6:02 p.m. with Trustee McMillin present and Trustees Greco, Host, Perinar, Scaggs and Slocum present via telephone.

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

VP Moorman Schumacher stated that this Committee of the Whole and Village Board meeting are being held in accordance with Executive Order 2020-07, which was ordered by Governor Pritzker on March 16, 2020 in response to the COVID-19 pandemic. She stated this order addresses provisions of the Open Meetings Act 5 ILCS-120 requiring or relating to independent members of a public body, specifically, 1) the requirement in 5 ILCS-120/2.01 that members of a public body must be present to be included and 2) the requirement in 5 ILCS/7 limiting when remote participation are suspended. She also stated that public bodies are encouraged to have phone consideration for public comment when possible. She further stated that when a meeting is necessary, public bodies are encouraged to supply video, audio and or telephone meetings to ensure members of the public may monitor the meeting and to update their website and video feeds to keep the public fully apprised of any changes to their meeting schedules or formats of their meetings due to COVID-19, as well as their activities relating to COVID-19. She stated that Executive Order 2020-10 ordered by Governor Pritzker also prohibits the gathering of more than 10 people. She stated that while the Village Hall is opened this evening we will adhere to that, if more than 10 people show up. She also stated that the format would be the same as other board meetings held by this body, if there are members of the public on the phone, please mute your phones if possible and refrain from any comments until the designated public comment and public hearing portion of the agenda. She stated that Board Members should mute their phones, last meeting we learned if the Board Room microphones are on, they create feedback with the call in system; so if you are not speaking please mute your phone if you can. She also stated she appreciates their understanding in this matter. She further stated that they have supplied the public with an opportunity to e-mail questions or comments relative to tonight's meeting, which will be read into the minutes and addressed as applicable. She stated that the e-mail is meetingcomments@channahon.org.

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.

VILLAGE PRESIDENT

VP Moorman Schumacher stated she had no formal items for discussion.

ADMINISTRATION DEPARTMENT

Discussion – An Ordinance Eliminating the Registration/License Fee for Dogs and Cats – 1st Read

Durkin stated that currently Section 91.11 of the Channahon Municipal Code establishes the annual fee of \$7 for the registration of a dog or cat. He stated that if the animal is registered

prior to January 31st; there is no fee. He also stated it also reduces any applicable fee for those people aged 65 or older and for dogs that are trained to assist handicapped individuals. He further stated over the last 5 fiscal years, we've received somewhere in the neighborhood of \$250-\$400 in revenue and our costs are about \$200 each year. He stated this is cost neutral. Staff is suggesting that in order to encourage more people to register their pets, which is important to assist in any animal cause, that we eliminate the fee all together but continue with the registration of dogs and cats. He also stated that he would be looking for a waive of second read and adoption.

VP Moorman Schumacher stated the most important reason for having a pets registered is for enforcement reasons. She stated it makes it easier for our police department, if they know where those pets are. She also stated there is no fee if you register your pet prior to January 31st so in essence, we are eliminating a late charge encouraging people to register their pets.

COMMUNITY DEVELOPMENT & INFORMATION SYSTEMS

Petrick stated he had no formal items for discussion.

FINANCE DEPARTMENT

Wagonblott stated she had no formal items for discussion.

POLICE DEPARTMENT

Discussion – Authorization to Place an Order for One 2020 Chevrolet Tahoe Vehicle

Casey stated the police department is budgeted to replace three (3) squads under our FY21 Capital Projects. He stated however, with the economic uncertainty, he would like to move forward with the purchase of only one (1) of those vehicles now, and reserve the purchase of any remaining squads after a thorough review of the Village's financial position later in the fiscal year. He also stated our vehicle vendors are already 6-9 months out for delivery, but we have found a state vendor with a small number of last year's Police Tahoes available for immediate purchase. He further stated the pricing for the requested squad car is \$38,223.00, and would be purchased under the state contract from Miles Chevrolet in Decatur, IL. He stated the vehicle would replace squad M31, a 2013 Chevrolet Tahoe with 100,000 miles. He also stated the replaced squad would be repurposed for use by the ESDA Coordinator. His request is for the Board's approval to purchase one (1) new 2020 Chevrolet Tahoe at a cost not to exceed \$40,000. He further stated this request is part of the police squad replacement plan budgeted under FY21 Capital Projects and is within budget.

PUBLIC WORKS DEPARTMENT

Discussion – 2020 Various Crack Fill and Fog Seal Contract Award

Dolezal stated crack filling is a process of using compressed air to remove debris from pavement cracks, then filling and covering them with rubberized material. He stated the purpose of crack filling is to prevent water from washing out pavement aggregates and accessing the road base. He also stated fog sealing is a process of seal coating an asphalt surface to protect it from the adverse effects of weather and slow the aging process. He further stated this work will be paid for using the 2020 local road maintenance funds budgeted for this project. He stated a Bid Opening was held April 30, 2020 with the following results: Low bidder was Denler, Inc. at \$36,297.16. The bid from SKC Construction was \$53,940.40. He also stated work was estimated to cost \$64,424,00, which is the budgeted amount.

Discussion – 2020 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: \$9.35/gallon for CRS-2 bituminous material; \$26.50/ton for CA-16 aggregate; and \$1,350/day for rolling. He further stated this work will be paid using 2020 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 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 that 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 – An Ordinance Authorizing Execution of the Illinois Public Works Mutual Aid Network (IPWMAN) in the Village of Channahon – 1st Read

Dolezal stated IPWMAN is the Illinois Public Works Mutual Aid Network. He stated this is mutual aid for public works during a crisis, a disaster, or another major emergency. He also stated currently there are 11 Grundy County and 18 Will County Member agencies. He further stated there are also many more within the rest of the state. He stated the responder agencies would be given duties by our public works department through incident command to complete. He also stated a response to Channahon from requested members would be up to 5 days free of charge for personnel and equipment requested. He further stated after 5 days we would be billed for the responding personnel and equipment. He stated response to Channahon would be if there is availability from other members to respond. He also stated if we were requested somewhere else in the state by an IPWMAN member, we would provide requested personnel and equipment that we would have available and still perform duties in the village for up to 5 days free of charge to the agency requesting a Channahon response. He further stated after 5 days we would then charge for hours for our people and equipment. He stated we can decline responding if we do not have any people or equipment available. He stated if the emergency is spread over several area villages/towns then the request for help would be from agencies out of our immediate area not affected by the emergency. He also stated at no time is there a penalty for the inability to respond. He further stated the annual fee to become a member is \$100.00 per year. He stated the Village Attorney has identified some issues so he will need to get ahold of the organization to get clarification, This is only a first read item tonight.

Discussion – A Resolution to Enter into an Intergovernmental Agreement with the County of Will to Enhance the I&M Canal Path Crossing at Knapp Street

Dolezal stated as you are probably all aware, the I&M towpath crosses Knapp Street and is situated between two curves. He stated this is a county highway road. The Village wants to go in

and do some enhancements to the crossing with the installation of crossing ahead signs where lights will flash and the enhancement of the striping at the crosswalk. He also stated that the County is fine with that, as long as it doesn't cost them a penny and they've already approved this Resolution on their end.

Trustee McMillin stated that he saw that either the Village or possibly the Township has been grinding or mowing in that section. He asked if the Village was doing that or if the Township was responsible.

Dolezal stated that is not Village work.

Trustee McMillin stated they are taking the mower and knocking it down.

VP Moorman Schumacher stated this is just strictly the crossing and she was there today. She stated there are a lot of people that cross there.

Discussion – A Resolution to Accept a Grant of Easement (Casey's)

Discussion – A Resolution to Accept a Plat of Roadway Dedication (Casey's)

Dolezal stated this easement is related to the installation of some storm water and the dedication is for some widening work along Center Street and water main extension. He stated it is all part of the development of the property and we want to be able to maintain those improvements if needed. He stated these easement grants would allow that.

Discussion – Supplemental Agreement with ESI Consultants for Engineering Award

Associated with US 6 and East Frontage Road Signalization Project Phase III Engineering

Dolezal stated ESI Consultants had previously been hired by the Village to perform Construction Related Services for the signalization project at the I-55 East Frontage Road (Bradley Street) and US 6 intersection. He stated they are requesting additional fees to complete the project. He also stated the attached letter and fee backup explains the reasons for the request.

VP Moorman Schumacher asked what kind of extra things are included.

Dolezal stated the schedule was impacted by the Speedway development and required additional inspection coordination.

COMMUNICATIONS

PUBLIC COMMENT

EXECUTIVE SESSION

The Committee of the Whole was adjourned at 6:17 p.m.

Submitted by
Kristin Hall
Village Clerk

