

**CHANNAHON VILLAGE BOARD
COMMITTEE OF THE WHOLE MEETING
MAY 6, 2019**

Village President Missey Moorman Schumacher called the meeting to order at 6:01 p.m. with Trustees Greco, Host, McMillin, Perinar, Scaggs and Slocum present.

Also present were Director of Community Development and Information Systems Mike Petrick, Director of Public Works Ed Dolezal, Chief of Police Shane Casey, Finance Director Heather Wagonblott, 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.

VILLAGE PRESIDENT

ADMINISTRATION DEPARTMENT

Discussion – An Ordinance Amending the Regulation of and Application for Small Wireless Facilities and Repealing a Design Standard Ordinance – 1st Read

VP Moorman Schumacher stated on the Village Board's agenda is an "An Ordinance Amending the Regulation of and Application for Small Wireless Facilities." She stated on July 16, 2018, the Village Board adopted Ordinance No. 1938 that provided for the regulation and application process for Small Wireless Facilities. She also stated the regulations and application process provided for in Ordinance No. 1938 was based upon the Illinois statutes regulating Small Wireless Facilities. She further stated on September 26, 2018 the Federal Communications Commission filed a Declaratory Ruling enacting preemptions of State and local authority over small wireless facility deployment. She stated the FCC found that regulations similar to those provided in the Illinois statute are in violation of certain federal regulations. She also stated the amended ordinance complies with the FCC's Declaratory Ruling and allows the Village of Channahon to regulate small wireless facilities in a non-discriminatory manner. She further stated the amendments provided for in this amended ordinance include the following:

- Amended definitions of certain terms;
- A shorter period of time to approve or deny small wireless facility applications;
- A different fee schedule for applications and annual recurring rates; and
- A non-discriminatory basis to regulate the appearance of facilities installed in the rights-of-way.

Attorney Silverman stated is my recommendation to adopt the ordinance on tonight's agenda to amend Channahon's Small Wireless Facility ordinance and also to waive second read.

VP Moorman Schumacher stated she did talk to Jeff Adducci from AT&T and they are looking at doing this. She stated her understanding of them is that there will be fiber optics up to the point where they are located on the pole and then there will be some smaller areas of coverage, so it will fill in those coverage gaps.

Petrick stated this is not just for cell service, it's also for home internet. He stated rather than having fiber to each individual home, the fiber will go to a central pedestal and be wireless from that pedestal to each individual home.

VP Moorman Schumacher stated what Mr. Adducci they would look like the green telephone hubs in the rights of way, a cylinder with a double cap on them, similar to size is what we'd be looking at.

Attorney Silverman stated if people are comfortable we could waive second, read and that would put us in compliance with the FCC rulings. He stated if people want to take more time, a couple weeks is not going to matter.

COMMUNITY DEVELOPMENT & INFORMATION SYSTEMS

Discussion – An Ordinance Approving a Special Use Permit for a Truck Terminal to be Located in Channahon Industrial Park, Lot 30, 24030 S. Northern Illinois Dr. – 1st Read

Petrick stated GSM Management, LLC has submitted application for a Special Use Permit at 24030 S. Northern Illinois Dr. He stated the company proposes to construct a building and parking facilities on 1.6 acres. He also stated the building will contain offices and repair and service facilities for the company's fleet of 16 semi-trucks. He further stated trucks will be stored on the premises and dispatched from the location. He stated by definition, this constitutes a "Truck Terminal" and is a special use as indicated in the Municipal Code of Ordinances, 156.091(B)(25). He stated the Channahon Industrial Park is home to two similar facilities, DNJ Intermodal, and All Star trucking. He also stated however, no record of Special Use Permits were found for those operations. He further stated staff is still investigating as to why. He stated ss with all Special Use Permits, if awarded the special use permit will expire in 6 months if no building permit is applied-for. He stated a public hearing was held by the Planning & Zoning Commission on April 22, 2019. He also stated based on previous Special Use permits for terminal uses that have been issued, staff recommended and the Planning & Zoning Commission agreed that the following conditions should be placed upon the special use permit:

Conditions of Approval:

1. *The storage or stacking of Cargo Containers on the ground off of truck chassis is prohibited. Cargo Containers are defined as:
Cargo Container: An intermodal freight transport cargo transport using standard ISO containers (also known as isotainers) that can be loaded and sealed intact onto container ships, railroad cars, planes, and trucks.*
2. *If the Village Board of Trustees modifies, eliminates or replaces Village Code of Ordinance sec. 156.030, the owner of the property must request to repeal or modify this Special Use Permit*
3. *The parking of semi-trucks, trailers or chassis is limited to the number of parking spaces available for such vehicles, as indicated on an approved site plan.*
4. *The site shall be maintained in a clean condition and kept free of weeds, garbage, debris, salvage materials, and junk. If or when any mud and/or debris is tracked onto Northern Illinois Drive from the subject property, the mud and/or debris must be removed promptly.*

5. *All improvements shall conform to local ordinances and the building code.*
6. *This special use is further conditioned upon the approval of a final site plan. The final site plan shall conform with Village Ordinances and shall be in substantial compliance with the concept plan attached hereto as Exhibit B.*

Petrick stated following the public hearing, the Planning & Zoning Commission voted in favor of recommending the Special Use Permit for Approval by the Village Board of Trustees, with the above conditions. He also stated the vote was 5-0, in favor of recommendation. He stated a concept site plan has been provided for reference with this Special Use Permit. He also stated however, final site plan submittal is not ready at this time and will be brought forward for individual consideration when appropriate. He stated the final site plan shall be in general conformance with the concept plan provided herein and adjusted for engineering necessities and/or compliance with ordinances. Site plan features include:

- 8,800 S.F. Building
- 20 automobile parking spaces
- 17 semi-truck parking spaces
- 4 truck repair bays

Trustee Perinar asked if this will be a new business there.

Trustee Greco asked what the hours of operation would be.

Tom Osterberger, Attorney for the Petitioner, stated these trucks will leave between 3:00 a.m. and 6:00 a.m., they go out all day and they don't come back. He also stated there is some truck repair there so there could be some trucks coming and going during the day. He further stated they would generally come back around 6:00 p.m. He stated their operation hours, in terms of a business would be from 3:00 a.m. or 4:00 a.m. until 6:00 p.m.

Trustee Perinar asked if they are loading trucks at that time.

Mr. Osterberger stated no, they just park at night.

Trustee Slocum asked how many trips per day on average.

Mr. Osterberger stated there should only be, with 16 spots, 16 out and 16 back. He also stated hopefully the trucks in the morning do not hit a real traffic hour, at night coming home there is some traffic on Route 6. He further stated that employees come and park in the spaces and take the truck with them. He stated there will be a few trucks in truck repair, but that will be nominal.

Trustee Slocum asked what if they wanted to get bigger, could they put more trucks in.

Petrick stated it would require a new site plan for that and it would need approval. He stated all the neighboring properties were notified, through certified letter. We did all the proper postings in the newspaper, along with required signage. He stated at the Public Hearing there was one

neighboring property owner that was in attendance, but there was nothing negative spoke about the prospect.

Trustee Perinar asked how many more vacant lots are available for something like this.

Petrick stated there is one lot next to Blue Rhino. He stated there is wetland area it doesn't have as much developable land.

**Discussion – Final Plat of Resubdivision: Channahon Corporate Center Unit 2
Resubdivision No. 1**

Petrick stated the final plat for resubdivision is being issued in order to dedicate road right-of-way and necessary easements. He stated the parcel is a stormwater detention lot, which is now having the northern portion dedicated for the connection of S. Bradley St. He also stated no structures or uses will be present on this lot, other than stormwater detention and no additional parcels are being created. He further stated on April 22, 2019, the Planning & Zoning Commission of the Village of Channahon recommended the final plat to be approved by a vote of 5-0.

Discussion – Hiring of a Planner

Petrick stated the fiscal 2020 budget included a line item for a part-time position of Planner in the Community Development Department. He stated the Planner position was formerly full-time in the Village of Channahon and has been vacant since staff reductions during the economic downturn. He also stated the position as included in the fiscal 2020 budget allows for approximately 20 hours per week. He further stated in the Development Department the position will serve a myriad of roles including plan reviews, zoning reviews, and other tasks necessary for orderly development within the Village of Channahon. He stated Karen James is the selected candidate for the position. He also stated she has considerable experience in planning and community development, having most-recently served as the Director of Community Development for the Village of Shorewood, IL. He further stated she additionally has served as a Planner (part-time) for Shorewood, as a Planner & Senior Planner for Oswego, IL, and as a planner for the Will County Land Use Department. He stated Mrs. James holds a Master of Urban Planning degree from the University of Illinois. He also stated as is standard, all employment offers are contingent on the successful completion of background screenings and a physical.

FINANCE DEPARTMENT

Wagonblott stated she had no formal items.

POLICE DEPARTMENT

Discussion – Hiring a Police Officer

Casey stated as our Village has experience great strides in economic development, housing, population rebound, call volume, and several large projects; we now have a need to fill the last of two position that have been vacant for several years. He stated this position once filled would allow us the opportunity to add coverage to our Investigation's Division, and assist with reporting and follow up mandates. He also stated after an orientation and written examination, a hiring panel comprised of Deputy Craig Gunty, Sergeant Matt Brooks, Detective Andy McClellan, and Human Resource Director Jodi Denton interviewed the twenty (20) most qualified candidates. He further stated s comprehensive background investigation was completed on the top two

candidates. He stated in anticipation of an academy date in early fiscal 2020, candidate Sean Wuethrich, was sent for a physical examination, drug screen, psychological background, and polygraph examination. He also stated Sean is currently a sworn law enforcement officer, and has worked for the Nashville Metropolitan Police Department for the last four years. He further stated Sean is originally from the Wilmington area and holds an associate's degree in law enforcement from Joliet Junior College. He stated during his time with JJC, Sean interned with us in the fall of 2014. He also stated Sean Wuethrich has completed all the hiring criteria as required by Village of Channahon Ordinance. He further stated Mr. Wuethrich was invited to the May 6th Board Meeting and I am seeking the Board's approval to hire Sean Wuethrich at a current starting rate of \$59,162 per year as set by the MAP collective bargaining agreement. He stated this is a budget item for fiscal 19-20 and if approved, he would begin working tomorrow.

Trustee Scaggs asked out of curiosity, everyone is leaving out of Illinois for Nashville and you're coming back from Nashville to Illinois.

Sean Wuethrich stated the police department here, did have a lot to do with that. He stated he had a really good experience when I interned here, so when I saw they were hiring, I jumped right on it. He also stated both he and his wife are from here, her family is still here and some of my family is still here. He further stated they thought it was for the best.

PUBLIC WORKS DEPARTMENT

Discussion – 2019 Road Maintenance Project Stage 1 (Study) and Stage 2 (Design Drawings)

Dolezal stated the Village invited three engineering firms to provide a Request for Proposal (RFP) for surveying and AutoCAD services to be used with this year's Road Maintenance Project; that project will be bid later this year. He stated proposal work consists of surveying certain roads to determine existing conditions; using this data with AutoCAD to provide Existing Conditions engineering drawings to the Village; then taking Village design markups and producing design engineering drawings to be used in the 2019 Road Maintenance Project. He stated two firms provided proposals. He also stated the selection of Baxter and Woodman is based upon similar project experience and previous experience providing like services for the Village on several other projects. He further stated the proposal by Baxter and Woodman offers an approach that leans toward survey/field technician methodology with engineer oversight and support of Village design.

Discussion – 2019 Bituminous Surface Treatment Project

Dolezal stated a Bituminous Surface Treatment (Chip Seal) consists of applying an asphalt emulsion followed immediately by stone chips. He stated a pneumatic roller is then used to embed the chips into the emulsion. He also stated for this project two layers of bitumen and chips will be applied followed by a fog seal of asphalt emulsion to further seal the chips from the top. Bituminous Surface Treatments are a preservative maintenance practice. He stated although basically the same as what many of us know as 'Tar & Chip,' this chip seal design is a higher quality version that should provide 4-7 years of service. He also stated staff is using this process to provide a uniform wearing surface and extend the life of certain rural and industrial roads which are currently in fair to poor condition. He further stated this same project was previously awarded September 3, 2018, but never started due to issues with contractor scheduling and adverse weather. He stated Bid Opening was held April 25, 2019 with the following results: Low

bidder was A.C. Pavement Striping \$194,429.67 and no other bids were received. He stated this work will be paid for using 2019 local road maintenance funds.\

Discussion – 2019 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 stated in previous years, including last year when no other contractor bid the work, staff has had difficulty finding experienced contractors to do this type of asphalt application, or who can meet even basic insurance requirements. He also stated Midstate has consistently provided both good service and satisfactory insurance coverage to the Village for many years now. He further stated therefore, staff feels putting this work out to bid could again lead to less experienced and less equipped contractors trying to do this work in Village subdivisions, or not even receive other bidders. He stated the contract includes unit costs as follows: \$9.10/gallon for CRS-2 bituminous material (+0.25/gal from 2018); \$25.50/ton for CA-16 aggregate (+0.50/T from 2018); and \$1,350/day for rolling (+50/day from 2018). He also stated this work will be paid using 2019 local road maintenance funds budgeted for this purpose. He further 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 of umbrella insurance coverage has been omitted. He also stated according to the contractor, this additional coverage cost is well over \$4000 which would be passed onto the Village through increased unit prices, i.e. we would get significantly less spray patching. 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.

Dolezal stated I do have one update on a project, if you recall at the last meeting we did execute a intent to award our wastewater treatment plant expansion to Whitaker Construction. He stated that was contingent on us receiving the loan documents. He stated he received the loan documents, so we would go ahead and execute those. He also stated the loan is for \$9,508,309.50, and it's at 1.64%.

Trustee Perinar asked how we were doing on the Ash trees.

Dolezal stated it is going to be a little slower this year since we are trying to fill the position that is normally out there.

COMMUNICATIONS

Government Finance Officers Association News Release

Wagonblott stated the Village did received, for the 14th year in a row, the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association of the United States and Canada for our Comprehensive Annual Financial Report, otherwise known as the CAFR. She stated the Certificate of Achievement is the highest form of recognition in the area of Governmental Accounting and Financial Reporting and its attainment represents a significant accomplishment by a government and its management. She stated an

award of financial achievement has been awarded to the individual or department, designated by the government, that's primarily responsible for preparing the award-winning CAFR. She also stated the CAFR has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating constructive spirit of full disclosure to clearly communicate our financial story and to motivate potential users and user groups to read the CAFR. She stated in other words, we put together the Financial Statements in the required way the GFOA has established for governments and they awarded us the certificate again.

PUBLIC COMMENT

EXECUTIVE SESSION

The Committee of the Whole was adjourned at 6:31 p.m.

**Submitted by
Kristin Hall
Village Clerk**

Handwritten signature of Kristin Hall in cursive script.