

**CHANNAHON VILLAGE BOARD
COMMITTEE OF THE WHOLE MEETING
AUGUST 5, 2019**

Village President Missey 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, Finance Director Heather Wagonblott, Director of Community Development and Information Systems Mike Petrick, 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.

VILLAGE PRESIDENT

Discussion – An Ordinance increasing the Number of Class I Liquor Licenses Available in the Village of Channahon – 1st Read

VP Moorman Schumacher stated that she is looking to increase the number of Class I Liquor Licenses from 3 to 4. She stated that Troy from Country Blaze would like to serve beer and wine out of his establishment and we do not have another license available. She also stated that when she talked with Troy he did not want to have a full bar, he just wanted beer and wine. She stated she would like to increase the number of licenses by one, so that we can accommodate this new business.

ADMINISTRATION DEPARTMENT

Presentation – Grundy County Economic Development by Nancy Norton

Nancy Norton, CEO of Grundy County Economic Development Corporation, thanked the Board for the opportunity and updated the Board on what is happening in and around Grundy County in regard to the Grundy Economic Development Corporation.

Durkin stated on the regular agenda they are requesting an investment from the Village to the GEDC in the amount of \$5,000. He stated this is consistent with the amount invested by the Village for the last several years.

Discussion – Open Space Lands Acquisition and Development Grant Program Resolution of Authorization

Durkin stated the State of the Illinois has brought back the Open Space Land Acquisition and Development (OSLAD) grant program for their fiscal year 2020. He stated IDNR is now accepting grant applications for local acquisition and/or development projects. He also stated staff is currently working on the extensive grant application for property acquisition for submittal to IDNR by the August 19th deadline. He stated two (2) vacant lots with Route 6 frontage located just east of the I & M Canal are available for purchase. He also stated to avoid being ineligible to apply for this grant, we cannot enter into any discussions with the property owner pending price prior to grant application and awarding. IDNR requires us to provide an estimated market value of

the property as part of the application and we are utilizing a local realtor not affiliated with the sale to provide that estimate. He further stated with proximity to Channahon's existing Route 6 bike path and the Canal path system, the property is ideally suited for outdoor recreation purposes particularly a trailhead location for vehicle parking and bicycle/pedestrian access to the pathway systems. He stated the site could also accommodate a more permanent location of the Canal Corridor Association's coordinated bike rental program and may also provide allocation for outdoor exercise equipment. He also stated a proposed development plan and cost estimate must accompany the acquisition grant application. He further stated if awarded the acquisition grant, the village would be reimbursed 50% of the appraised market value of the property including appraisal costs. He stated the village would then have three (3) years to begin the development project of the property and five (5) years to complete it. He also stated the development of the property must be in general conformity (substantially the same or similar plan components) with the included proposed development plan. He stated the preliminary anticipated cost estimate of the development of the property is \$190,000 - \$220,000. He also stated development of the site could also be submitted for a future round of OSLAD grant applications. He stated as part of the grant application materials, the village must pass a resolution authorizing the submittal of the application and obligates the Village to the project. He further stated the resolution also requires the Village agree to place a covenant restriction on the project property deed at the time of recording that stipulates the property must be used, in perpetuity, for public outdoor recreation purposes in accordance with the OSLAD programs and cannot be sold or exchanged, in whole or in part, to another party without approval from the Illinois DNR, and that the development at the site will commence within 3 years.

VP Moorman Schumacher stated the Zagster bikes are in place, as of last Wednesday. She stated that she knows at least one of them was rented out today. She also stated that the Village entered into an agreement with the Park District to locate them, at least temporarily, in front of Skateland. She further stated we were supposed to have five bikes, but there are seven at this time.

Durkin stated that the opportunity here is not just for that. He stated he thinks the idea here was that we would have a trailhead presence for the I&M Canal on Route 6. He stated it would be a multi-mobile point where people could come in and drop off their car and walk or ride a bike on the canal path. He stated it gives us an opportunity to have some presence on Route 6.

Trustee Host stated is there really an opportunity to put in parking there, where people can pull in and pull out off of Route 6.

Durkin stated there is a curb cut and there used to be a home on that property.

VP Moorman Schumacher stated that because of its proximity to the bridge over the canal, it is proposed to be a right in and right out access on our draft plan.

COMMUNITY DEVELOPMENT & INFORMATION SYSTEMS

Discussion – Final Plat of Resubdivision: Lot 106 and 107, Channahon Town Center, Unit 2A

Petrick stated lots 106 & 107 are residential single-family home sites located on W. Town Center Circle in the Channahon Town Center. He stated for an unexplained reason, lot 106 was platted

at 70 feet wide and lot 107 was platted at 80 feet wide. He stated all other lots on W. Town Center Circle are 75 feet wide or greater. He also stated the builder and architect cannot fit any of their current home products on a 70' wide lot without encroaching into side yard setback areas. He further stated a buyer for lot 106 is ready for their home to begin construction, but this needs to be rectified first. He stated Village ordinance 154.07(A) allows for a one-time transfer of property from one lot to an adjoining lot, without following the entire processes of the subdivision ordinance; if the amount of land is less than one acre – which is applicable here. He also stated there is an easement that is required to be vacated and re-dedicated and board action is required. He further stated Village staff feels that approving a final plat is the cleanest way to accomplish this the resubdivision and easement modification. He also stated the lot line and Public Utility and Drainage Easement dividing lots 106 & 107 will be shifted 5-feet to the east, thus creating two lots of identical width. He stated no utilities are currently installed in the easement. He further stated Planning & Zoning Commission recommendation is not required, due to the provisions of 154.07(A).

FINANCE DEPARTMENT

Presentation – Channahon Police Pension Fund Actuarial Report by Jason Franken of Foster & Foster

Jason Franken, of Foster & Foster, presented the Board with detailed information from the report of the annual actuarial valuation of the Village of Channahon Police Pension Fund.

A brief discussion took place of the regarding the pension ramp in regards to the Police Pension Fund.

Discussion – 2019 Tax Levy Request from the Channahon Police Pension Fund

Wagonblott stated in conjunction with the Actuarial Report presentation it would be a good time to take care of this item. She stated that the letter was included in the packet requesting that Village Board levy \$748,963 for the Police Pension Fund in December 2019.

POLICE DEPARTMENT

Discussion – Hiring of a Community Service Officer

Casey stated since the retirement of Dan McDonald in February of 2018 we have been without a Community Service Officer. He stated over the last year the Village looked to absorb the CSO position into another full time position. He also stated after some discussion, it was decided to keep a dedicated part-time CSO position. He further stated the addition of a dedicated part-time CSO will allow for more efficient operation of the police department's mission. He stated primary functions will include daily delivery/pick up of paperwork from outside agencies, squad porter, fingerprints, smart unit operator, community events coordinator, parking enforcement, and Records fill in. He also stated these duties over the last year have been irregularly completed by patrol personnel. He further stated the CSO position would allow patrol personnel to remain and focus on their primary functions as community care-takers, monitoring of the common welfare of the Village, and enforcement actions where necessary. He stated application were submitted, and a hiring panel consisting of Deputy Chief Craig Gunty and Human Resource Director Jodi Denton identified Nina Funk as the most qualified candidate after interviewing all applicants. He stated a comprehensive background was completed along with a medical/drug screen and polygraph examination. He stated Nina is a graduate of Morris Community High School and received her

undergraduate degree in Criminal and Social Justice from University of St Francis in Joliet. He also stated Nina was a member of the Channahon Police Cadet program where she attained the rank on Deputy Chief and was Cadet of the Year in 2016. He stated that Nina comes highly recommended by several officers. He also stated Nina has completed all the hiring criteria as required. He further stated she has been invited to the August 5th Board meeting and he is seeking the Board's approval to hire Nina Funk at a starting wage of \$15 an hour. He stated he anticipates utilizing this position 15 to 18 hours a week. He also stated this is a budgeted item for this fiscal year. He further stated if approved Nina would begin Wednesday, August 7, 2019.

VP Moorman Schumacher stated when we talked about this position, one of our concerns was that some of those duties required having sworn officers pulled off the street to complete them. She stated it will be nice to have someone dedicated to complete those duties and permit sworn officers to spend their time on the street.

PUBLIC WORKS DEPARTMENT

Discussion – Purchase of a new Plow Truck

Dolezal stated the new truck is proposed to be outfitted with a Galion dump body and Flink plowing equipment. He stated the new dump body and plow equipment are provided by Kankakee Truck Equipment, Inc. He also stated the International chassis is through the State Purchasing program. He stated the total cost of the dump truck and plowing equipment is \$172,528.00 and is under budget.

VP Moorman Schumacher asked if we would be getting rid of one or adding one.

Dolezal stated that we would be adding one. He stated another truck was budgeted for a replacement but he is reevaluating the necessity of that for this fiscal year.

Discussion – Purchase of new Hustler, Super Z Mower

Dolezal stated the Village budgeted for the purchase of one new Hustler, Super Z gasoline lawn mower. HE stated Hustler has contract #HTE 062117 with Sourcewell through Turf Team. He also stated Sourcewell is a purchasing cooperative that completes the competitive bidding process for various services and equipment. He further stated this new mower is intended as a replacement for an existing Hustler mower. He stated the total cost of the mower is \$12,987.08 and is under budget.

Discussion – A Resolution to Enter into a Public Easement Agreement for the Bridge Street Multi-Use Path

Dolezal stated one of the easements we need connects existing Bridge Street and McKinley Woods Road. He stated they've negotiated a price with the owner for the easement on the property. He stated this went through a Federal Acquisitions process to get to this point and it amounts to a \$21,000 purchase for the easement. He further stated that this resolution authorizes that expenditure and the acceptance of that easement.

Discussion – 2019 Various Spray Patching Project Change Order

Dolezal stated this change order represents final quantity adjustments resulting in a net savings of \$1105.50 He stated these changes generate a net decrease of \$1105.50 to the original contract

cost of \$29,965.00, thus resulting in a new contract value of \$28,859.50.

Discussion – Painting of the Channahon Police Department

Dolezal stated the Village budgeted \$40,000 to re-paint the Village Hall. He stated the painting of the Police Department common area is the first portion to be completed. He also stated the Village used Celtic Painting to paint the common area of the first floor of the Village Hall last fiscal year. He further stated Celtic Painting was the only contractor able to provide a quote that could meet our prevailing wage requirements so we have chosen to use them again.

Trustee Perinar asked if we were doing a wide variety of colors.

VP Moorman Schumacher stated that it was coordinated with their carpeting.

Dolezal stated there was no increase in cost for adding the extra colors.

Trustee Greco asked if there was an update on Dove Street.

Dolezal stated they initially thought they were going to restart the project today. He also stated that no sooner did he get that schedule and they decided they weren't going to start today. He stated this project is set to be complete by the end of October; but getting them to mobilize is up to them. He further stated he has met with both Minooka High School and the Channahon School District in regard to the bus routes.

COMMUNICATIONS

IMIC Loss Control Service Visit

Durkin stated a month ago we talked about a loss control visit that we had. He stated we did receive the report from them and he wanted to make sure the Board had copies. He also stated they were very impressed with the maintenance of our facilities and this report indicates that.

PUBLIC COMMENT

Dave Ferro, resident of Channahon, stated we have a new service here in Channahon because of Chief Casey, the neighborhood watch through Ring is available and it's free.

VP Moorman Schumacher stated the National Night Out had a huge turnout, maybe the biggest turnout yet.

EXECUTIVE SESSION

The Committee of the Whole was adjourned at 6:48 p.m.

**Submitted by
Kristin Hall
Village Clerk**

