

**CHANNAHON VILLAGE BOARD  
COMMITTEE OF THE WHOLE  
MARCH 16, 2026**

VP Moorman Schumacher called the meeting to order at 6:02 p.m. with Trustees Greco, McMillin, Perinar, Scaggs and Slocum present. Student Council members Dillon, Fares, Franklin, and Tucci were also present.

Also present were Village Administrator Thomas Durkin, Finance Director Heather Wagonblott, Director of Community Development Scott McMaster, Director of Public Works Ed Dolezal, Chief of Police Adam Bogart, Village Attorney Adam Umek 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.**

**POLICE DEPARTMENT**

**Presentation – Life Saving Award**

Bogart introduced Officer William Philyaw, his wife Jessica, son William and daughter Eleanor. It is with great pride and appreciation that we recognize your actions on December 26, 2025 which directly contributed to saving a life and demonstrated the highest ideals of law enforcement service. At approximately 7:06 pm while on patrol, you observed a vehicle parked along the frontage road near Birds Bridge. Your initial observation of the situation and proactive investigation approach demonstrates your commitment to ensuring public safety. Upon contacting the occupant of the vehicle, you quickly recognized behavioral cues and actions taken indicating that the individual was experiencing a serious emotional crisis and planned on ending his life. Immediately, recognizing the gravity of the situation, you demonstrated exceptional awareness, empathy and professionalism. You engaged this individual in conversation through calm and compassionate dialogue, creating an environment in which they felt comfortable expressing all that had led to that moment. Because of your keen observation, compassion and decisive intervention, the individual was able to get the care they needed. Your ability to recognize a mental health crisis and respond with patience, empathy and professionalism exemplifies the very best of modern policing. Your actions on this evening reflect great credit upon yourself and the Channahon Police Department. Most importantly, because of your dedication and your humanity, a life was saved. For your outstanding service and lifesaving intervention, it is my honor to present to you the award of the Channahon Police Department Life Saving Award.

VP Moorman Schumacher and Chief Bogart present Officer William Philyaw with the Channahon Police Department Life Saving Award.

Bogart stated late Friday, he received word from the Illinois Law Enforcement Training and Standards Board that Officer Katherine Price has hereby fulfilled all the requirements of becoming a certified crash reconstruction specialist.

Bogart presented Officer Katherine Price with that recognition.

Trustee Host and Student Council President Mosley entered the meeting at 6:07 p.m.

**VILLAGE PRESIDENT**

**Consider Approval – A Resolution to Recognize and Support Job Shadowing Day at the Village of Channahon**

VP Moorman Schumacher stated every year we have Job Shadow Day where the Junior High students come and they spend a day learning a little bit about what makes a village work. The things that we do, how it all works together, all of those moving pieces and what they also get to do is become part of Channahon history. They come up with a resolution of their own and there are some things that they thought were important about Job Shadow Day and Student Government and community involvement. Mosley is the Student Body President this year and was mayor for the day. The resolution is all typed up and she had Mosely read it into the record. Then the Board and the Student Government is going to vote on that resolution where you will forever be part of Channahon history.

Student Council President Mosley read the resolution into the record.

Trustee Perinar made a motion to approve A Resolution to Recognize and Support Job Shadowing Day at the Village of Channahon. Seconded by Trustee Scaggs.

**ROLL CALL AYES: Greco, Host, McMillin, Perinar, Scaggs and Slocum.**

**STUDENT COUNCIL MEMBERS: Dillon, Fares, Franklin, Tucci and Mosley.**

**NAYS: NONE**

**MOTION CARRIED**

**VILLAGE ADMINISTRATOR**

**Discussion – Approval of Job Description and Authority to Advertise for Position of Executive Assistant/Deputy Clerk**

Durkin stated it's a bittersweet moment for us tonight. Staff is seeking approval of a job description and authority to advertise for the position of executive Executive Assistant and Deputy Village Clerk. As you all know, that after nearly 26 years with the Village of Channahon, Leti Anselme is retiring. That'll be sometime in June. We'll see how long we can keep her through the month of June, but it'll be sometime in June. Staff is seeking the authorization from the board to advertise for her position. The current fiscal year budget includes up to a three month overlap between Anselme and her replacement. He listed in the memo what some of the following comparable communities are paying in similar positions indicated at the 2025 salaries. Anselme is officially retiring in the month of June and hiring will now help ensure a successful transition. The 2022 salary range for the Executive Assistant Deputy Clerk in the village is \$60,500 a year to \$84,700 a year. While the salary ranges for all non-union positions are currently under review, staff recommends that the position be advertised with an anticipated hiring range of \$60,500 to \$84,700. Anselme's final base salary with the village is \$81,300.

**Discussion – Approval of Job Description and Authority to Advertise for Position of Marketing and Communications Manager**

Durkin stated this is the second position that we are looking to approve and included is the job description and authority to advertise for the position of Marketing and Communications Manager. As you all know, Thompson is resigning from the village effective March 19th of this year. In preparation of this posting, the job description has been updated to reflect the current

needs of the village, responsibilities of the position and the commonality with similar jobs in the marketplace. To that effect, IT duties of this role have been minimized or removed. Those responsibilities now lie with the IT consultant, GTSAC. This will allow for the position to primarily focus on responsibilities of marketing and communication with the village, these positions have become very in demand in recent years. Most communities, just a few years ago, did not have this position. We're starting to see a lot more communities hire for this type of position. We were at the forefront with first filling this position in 2014. It's increasingly common and competitive for municipalities to have this position. We've listed those comparable communities, similar staff positions and what their 2025 salaries are. The 2022 salary range for this position is \$71,000 to \$99,000. While these ranges are currently under review, we're also recommending that the anticipated hiring range of \$71,000 to \$99,000 annually, depending upon qualifications. Thompson's final salary with the village, and she was here for six and a half years, is \$71,925. The salary rate for that position of the newly proposed salary ranges for 2025 based upon that data is \$85,000 to \$115,000. You can see especially for this position, those numbers are really pushing upwards. For the time being, we're talking about advertising the hiring range at the 2022 ranges.

Trustee Perinar asked Durkin, did we add additional tasks to that job description that she's not already doing?

Petrick stated that position we've clarified, as Durkin mentioned, we took the IT duties out of it and elaborated a little bit more on what communications roles are. It was somewhat vague in the last description. Instead of being vague, a little more specific and using a little bit more modern terminology.

Trustee Perinar asked is it asking for more background in a specific category, anything like that that we had previously.

Petrick stated I don't believe we've gotten specific. I think the last one was probably too vague to say that this one is more or less or anything different. We're just trying to really elaborate on what the position does. For example, this position involves social media posting before we just said social media posting and it's still social media posting now but it'll dive a little bit deeper into what that means.

Trustee Greco asked how many years of experience are we looking for.

Petrick stated we don't have a minimum. Usually on our applications, we're looking for a minimum combination of experience and education. So more education can sometimes have less experience to have an equal candidate, then somebody that has less education, but more experience. We're going to want the best candidate that we get, and hopefully we get some good ones.

Trustee Perinar stated that she just wants to make sure that the job description includes enough to warrant the salary that we're posting and that we're advertising or promoting what we really want to get.

Petrick stated in removing some of those IT duties, He has had some discussions outside of the

building, and they said that that will actually probably discourage some applicants. A lot of communications people are not IT people, and that would prevent them from applying. We'd actually seen that before in the past when we had filled this position with some of the applicants saying they were apprehensive to apply because of it. With us moving to GTSAC in the last few months, it's not really necessary for that to be a part of the description anymore.

Durkin stated he thinks we also have to look at, too, the position. As he said, there's a lot of people that are hiring for these positions, and so those salary numbers are justified with at least what is being seen in the marketplace currently. As a matter of fact, it might be a little bit lower for what we're seeing in the marketplace. But to Trustee Greco's point, too, and as Petrick said, you know, experience and education, you know, trying to find that right person, you might have somebody who has more education but a little less experience. That might be worthwhile. As opposed to, conversely, you might have somebody who's got a good amount of experience but doesn't have the education that's specifically listed.

Trustee McMillin asked if there was any internal interest in these positions?

Durkin stated we have not had any on either of the positions. We'll certainly post both of these positions internally and externally.

#### **ADMINISTRATION DEPARTMENT**

Petrick stated he had no formal items for discussion.

#### **COMMUNITY DEVELOPMENT**

##### **Discussion – Final Plat of Subdivision for Whispering Oaks Unit 5**

McMaster stated Whispering Oaks Phase 2 development is at its final phase of the Whispering Oak subdivision. This is going to be for Unit 5 on 8.57 acres on Justin Drive Cashe Isle Circle. It'll bring about 21 new homes to the subdivision there. If anybody has any questions, Tom Schofield is here. The PZC did pass this on a 7 to 0 vote. They were very pleased with the previous developments that have happened in Whispering Oaks and they're excited for this final phase.

#### **FINANCE DEPARTMENT**

Wagonblott stated she had no formal items for discussion.

#### **POLICE DEPARTMENT**

##### **Discussion – An Updated Intergovernmental Agreement with Minooka Community High School District #111**

Student Council Member Franklin stated the Village of Channahon, in 2008, originally entered into an Intergovernmental Agreement to staff Minooka Community High School Dist. 111's South Campus with a dedicated School Resource Officer. The district and village entered into an updated IGA in May 2024. Additional amendments are now required to fulfill statutory obligations under School Code (105 ILCS 5/). Nearly all of these new legislative provisions were covered in our previous agreement. These include defining the SRO's role, training and performance review. The primary addition to this updated agreement specifies school resource officers are prohibited from issuing tickets or citations on school property, including

transportation. By law, this agreement with these new provisions must be in place by July 1, 2026. The school has already passed the IGA.

### **PUBLIC WORKS DEPARTMENT**

#### **Discussion – A Resolution in Lieu of IDOT Surety Bond**

Dolezal stated the village does have a number of utilities and street lights that exist in the ROW on US Route 6. Instead of having to get a give the state a bond every time we do repairs or work in that right of way, they'll accept this resolution that pretty much provides the protections they are seeking.

VP Moorman Schumacher stated today she talked about if we put in a new road or something that touches Route 6, we have to get a permit from IDOT, the Illinois Department of Transportation. Route 6 is a State Highway, so anything we do along Route 6 we have to have a permit or agreement from IDOT.

### **COMMUNICATIONS**

#### **PUBLIC COMMENT**

#### **EXECUTIVE SESSION**

- **Appointment, Employment, Dismissal, Compensation, Discipline and Performance of an Employee of the Village of Channahon**
- **Property Acquisition**

VP Moorman Schumacher stated we will have brief executive session but we're going to move that to the end of the board meeting. There is no action coming out of that so we will get through the rest of this.

The Committee of the Whole was adjourned at 6:28 p.m.

Submitted by  
Kristin Hall  
Village Clerk

