

**CHANNAHON VILLAGE BOARD  
COMMITTEE OF THE WHOLE MEETING  
MARCH 20, 2023**

VP Moorman Schumacher called the meeting to order at 6:02 p.m. with Trustees Host, Greco, McMillin, Perinar, Scaggs and Slocum present.

Also present were Village Administrator Thomas Durkin, 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 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**

**Presentation – Channahon Citizens Police Academy Alumni Association Donation to the Channahon Police Department**

VP Moorman Schumacher welcomed, introduced them and thanked the CPA Alumni.

Tony Fremarek, from the Channahon Police Academy Alumni Association was present and he thank the others that came; Nicole, Kathy, Carol and Denise who are representing them. He would like to start with a brief comment from our Secretary, Carol.

Carol Fremarek stated that on behalf of the Channahon Citizens Police Academy Alumni, they would like to first of all congratulate Officer Adam Nelli who was named Channahon's Officer of the Year. They would also like to thank Officer Nelli for his work with the Citizens Police Academy and his continued communication with the Citizens Police Academy Alumni. They would also like to thank Chief Casey for appointing Officer Nelli to be in charge of the Citizens Police Academy. He has done a great job with that. They hope the Citizens Police Academy continues to thrive in the Village of Channahon.

Kathy Housbin stated on behalf of the CPA and as a token of appreciation, they would like to present to the Channahon Police Department with additional zip lock kits. As always, the community is thankful for all that they do.

Chief Casey thanked the members in attendance. The police can't do it without the community and they definitely appreciate the interest in the Police Department. If there is anything the police can do for them, please reach out. He further stated that it was an easy choice picking Officer Nelli. He is very personable and does a great job. He stated that these are the lock out kits that we use. With the additional ones, we will be able to put one in each car and they cause no damage to the vehicles.

VP Moorman Schumacher thanked the members for getting involved in the Citizens Police Academy and staying involved as part of the Alumni group. The Village appreciates it very much and as Chief Casey said we can't do any of it without the residents.

### **Discussion – Hiring of Administration Interns**

VP Moorman Schumacher stated as the board knows, we normally hire an intern through the GAVC internship program. This year we have the opportunity to add an additional intern. Hayden Minor, who is the son of Dr. Pat Minor of Minor Chiropractic, is graduating in May, from the University of St. Francis with a major in political science. Pat Minor was our Citizen of the Year a couple of years ago. Dr. Minor is a huge contributor of the community in a number of different ways. In order for Hayden to be able to walk at his graduation, he has to have an internship set up for this summer. Dr. Minor came to us, with his son, and asked if we could accommodate him in some way. While this would not be part of this year's budget, it would be next year's budget at \$13/per hour. Hayden would work here in the summer, primarily in the Administration Department, so that he could gain some experience in local government. We would like to have him attend meetings with her and Durkin. The internship would be approximately 20 hours per week, for 16 weeks at \$13 per hour. The reason we brought it up tonight is that he needs to have an internship set up before the end of the month so that he can walk at his graduation. The other intern is a GAVC Intern that we normally do every year and this year we are having that intern primarily work within the Public Works Department.

### **ADMINISTRATION DEPARTMENT**

#### **Discussion – An Ordinance Approving the Annexation for the Swanson/Rush Project – 2<sup>nd</sup> Read**

Durkin stated we will talk about this during the continued Public Hearing at the Board Meeting.

#### **Discussion – An Ordinance Authorizing the Execution of the Second Amendment to the Annexation and Development between the Village of Channahon, a Municipal Corporation of Will and Grundy Counties, Illinois and CORE Homes, LLC – 1<sup>st</sup> Read**

Durkin stated we will talk about this during the Public Hearing at the Board Meeting.

#### **Discussion – A Special Ordinance Authorizing the Ceding of Private Activity Bonding Authority – 1<sup>st</sup> Read**

Durkin stated based on our relationship and past participation with the Will Kankakee Regional Development Authority (WKRDA), as a Home Rule Community, we are entitled to a volume cap allocation of \$1,644,720 for 2023. We currently have no ongoing applicable projects within the Village and should we do nothing, as of May 1<sup>st</sup> our allocated dollars would be returned to the State of Illinois. An alternative to this would be for the Village to pass an ordinance authorizing the ceding of private activity bonding authority to transfer our allocated funds to the WKRDA. In so doing, our funds would be available, and committed to our area, not at the state's discretion. Passage of this ordinance prior to May 1<sup>st</sup> would safekeep the volume cap until December 31<sup>st</sup> on our behalf of the Village and the region. This volume cap can be carried forward by WRKDA for three additional years if not used by December 31<sup>st</sup>.

#### **Discussion – An Ordinance Approving an Amended and Restated Agreement Providing for the Redevelopment and Financing of Certain Property and Improvements – 1<sup>st</sup> Read**

#### **Discussion – A Resolution Approving an Intergovernmental Agreement with Respect to the Village of Channahon “NIGAS” Tax Increment Finance District and a Second Amendment to Aux Sable Liquid Products Settlement Agreement**

Durkin stated beginning in earnest in 2022, Village staff, at the request of Aux Sable Liquid Products, began discussions regarding the potential extension of the “NiGas” TIF District for an additional 12 years. Extensions of the statutory limitations of TIF districts must be accomplished

through the state legislative process. Village staff is in the process of acquiring letters of support from all the affected taxing bodies, including the Village, which are required for the proposed legislation to continue through the general assembly. Established in February 1999, the “NiGas” TIF District was established by the Village and a redevelopment plan was approved resulting in the construction and development of the Aux Sable Liquid Products facility, which included reimbursements of TIF eligible expenses to Aux Sable and surplus fund declarations to the taxing bodies in specified amounts. In late 2012, in order to provide for reimbursement of eligible expenses above and beyond those contemplated in the original agreement and to spell out additional surplus fund declarations to the various taxing bodies, amended agreements were prepared and approved by all affected parties. With termination of the originally established TIF District occurring at the end of 2023, the attached agreements are a result of many months of discussions between the Village, Aux Sable and representatives of the local elementary and high school districts, and the members of the Joint Review Board. These agreements include provisions regarding TIF eligible expenses and TIF revenue fund disbursements. The attached powerpoint presentation includes a comparison chart that outlines the significant changes proposed within these agreements as compared with the expiring agreements, along with a tax revenue disbursement scenario based on the allocation of TIF revenue percentages contained in the redevelopment agreement and tax settlement agreement. Approval of the agreements contained in the packet are intended to be a first read item only and will be brought back to the Village Board for final approval at a future board meeting.

VP Moorman Schumacher stated just for clarity, in order to extend a TIF District, it has to have the agreement and approval of all of the effected taxing bodies and we have no reason to believe that they would not support this.

Durkin stated that they have all indicated their support. The legislation does not automatically extend the TIF. That still has to be done by the Village with concurrence of the taxing bodies by the approval of the Intergovernmental Agreement, which will be forthcoming.

#### **Discussion – Authority to Advertise for the position of GIS Tech**

Durkin stated the 2022/2023 approved fiscal year budget for the Village includes the filling of the vacant GIS Coordinator position, which has been vacant since the promotion of Mike Petrick to the position of Director of Community Development and Information Systems in 2014. In the period of time since July 2014, GIS has been semi-managed by the Director of Community Development & Information Systems, with GIS consulting work performed by Ruettiger, Tonelli, and Associates. It was anticipated that consultants would be utilized such time that the coordinator position was re-staffed. Staff prepared to embark on the filling of this position as provided in the approved budget, and further analysis of Village needs and position requirements and salary expectations in the marketplace with regard to the position shifted the focus from filling the coordinator position to creating and filling a technician position to supplement a consultant. The knowledge set (and commensurate salary) that an expert-level GIS professional commands would exceed what is fundamentally necessary to accomplish the daily tasks this position would fulfill at the current time. Higher level needs of GIS such as mobile app creation and deployment, ArcGIS server management, and high-level data translations would continue to be supported by the Village’s consultant while a more fundamental technician position would be consistent with the original role that was created/hired by the Village of Channahon in 2002, but updated for modern usage. A more-general GIS practitioner rather than coordinator will also cast a wider net to find desirable applicants. As with the GIS Coordinator position, this position is

intended to be categorized under the Community Development Department but serve both the Public Works and Community Development Departments. The role would accomplish tasks such as, but not limited to:

- Field data collection for the Public Works department. This includes utility data, tree inventory data, sign data, topographic data, and any other information required to be brought from the real world into the digital sphere. The collection of location points of b-boxes throughout the Village is something that the Public Works department also sees as beneficial and necessary.
- Would utilize GPS data collector for much of the information. A once expensive tool, the advancement of technology makes this an affordable and accurate method of collecting real-world data.
- Technical support for the Public Works department and re-establishing and advancing their digitization.
- Serve as a point person to assist with the integration of Public Works asset management software, work orders, citizen inquiries, and GIS.
- Create map displays (both interactive/digital and printed) for all Village departments.
- As the Village expands its utility networks in multiple ways (water west to Brisbin Rd., Lake Michigan Water conversion, new sanitary treatment plant), there will be ample need for data collection and integration.
- Serve the Community Development Department in creating necessary exhibits and consolidation of data and imagery from the field. For example, photographs and zoning exhibits included in Planning & Zoning Commission reports and memos.
- Overall the position would be in a support staff position for the Director of Public Works, Assistant Director of Public Works, Engineering Project Manager (when and if filled), Utilities & Streets Superintendent, Engineering Technician, Director of Community Development, and Village Planner.

A job description developed by staff is attached for your review. He stated in addition, staff is recommending the creation of the GIS Technician position and the board provide authority to advertise and fill the position.

VP Moorman Schumacher asked how the job description differs from when Petrick was the GIS Coordinator.

Petrick stated that what we found we need is a lot of the data gathering skills, more than the higher end programming skills that come with GIS. For example, we need someone to go and count the trees that then get put into the system. This is more of a hands-on field technician type of job, using GIS to complete those needs that we are currently lacking.

**Discussion – Purchase and Sale Contract for Property Located at 25450 W. Eames Street**  
Durkin stated at the direction on the Village Board, an offer was made to the property owner for property that is for-sale at 25450 W. Eames St. The asking price of the property was \$80,000 for 1.23 acres of property. The Village commissioned and received an appraisal for the value of the property that was stated to be \$73,500. An offer was made to the seller for the appraised value of \$73,500. A purchase contract has been drafted by the Village Attorney and reviewed and amended by the seller's attorney. The material terms of the contract, as written, are:

- Purchase Price of \$73,500
- Taxes to be pro-rated at 100%
- Earnest money shall be \$2,000, fully refundable within the feasibility period
- The Village may conduct a property survey
- There will be a 30-day feasibility period and closing shall occur within 7 days of the expiration of the feasibility period.

Additionally, the seller stated that there is an old metal shed on the property, which will be left along with its contents and surrounding. The contents will transfer with the sale of the property. The property owner, through their real estate agent, also asked that the Village consider their father's name (the original owner of the property) be incorporated into the development of the property in some way, if possible.

VP Moorman Schumacher stated that one of her concerns were the contents of the shed. Matt Rittof, relator for the property, was kind enough to run down there and send a bunch of pictures. The contents include a bunch of non-hazardous junk so it should be of no concern to the Village.

Trustee McMillin asked if we have any idea what it is going to cost to hire a contractor to move the hydrant and is IDOT going to allow us to put a left turn lane in.

Durkin stated all of that would be determined on the final design of the layout. We haven't talked to IDOT about doing anything with regard to that property. The property does currently have access and that access is usually able to be maintained per IDOT rules.

### **COMMUNITY DEVELOPMENT & INFORMATION SYSTEMS**

**Discussion – An Ordinance of the Village of Channahon, Will and Grundy Counties, Illinois Amending a Special Use Permit for Planned Unit Development including a Preliminary Plat at Certain Property known as Keating Pointe – 1<sup>st</sup> Read**

**Discussion – An Ordinance Rezoning Certain Property to R-1 Single Family Residence District in the Village of Channahon, Will and Grundy Counties, State of Illinois, Villas of Keating Pointe Phase 5 – 1<sup>st</sup> Read**

**Discussion – Approval of Final Plat of Subdivision: Villas of Keating Pointe Phase 4**

**Discussion – Approval of Final Plat of Subdivision: Villas of Keating Pointe Phase 5**

Petrick stated we will talk about this during the Public Hearing at the Board Meeting.

**Discussion – Site Plan Amendment for Channahon Industrial Park, Lot 24, 24053-24059 S. Municipal Dr.**

Petrick stated that this is the former Lucenta building. AJ Inter Estate, LLC is requesting approval of a site plan amendment for the rear pavement area of Channahon Industrial Park Lot 24. The revised pavement design would serve to alleviate further damage to the septic system being caused by an inadequate turning area for vehicles exiting the building through the rear bay doors. The connected parking lot improvements on adjacent Lot 30 are currently under construction and are nearing completion. With the addition of pavement, it does require PZC and Board approval. The PZC recommended this by a vote of 6-0.

VP Moorman Schumacher asked if these improvements will affect storm water detention in the area.

Petrick stated that all of the engineering has been completed and approved and storm detention has been addressed.

**FINANCE DEPARTMENT**

Wagonblott stated that she had no formal items for discussion but she passed out a memo before the Board meeting tonight about the recent bank collapse. She did speak to Tom Sawyer from Sawyer Falduto and Matt Bernardi from Bernardi Securities just to get additional peace of mind. They both assured us that our investments are secure. There are obviously some potential impact that we may see down the line. She also reminded the Board that the Budget Workshop is Saturday at 8 a.m. and please bring your chromebook or the printed packet.

**POLICE DEPARTMENT**

**Discussion – An Ordinance Adopting the Village of Channahon Department of Human Resources & Police Department Procedure for Police Officer Recruitment – 1<sup>st</sup> Read**

Casey stated with the passage of Ordinance number 1622 in May of 2010, the Village removed the initial appointment of police officers from the Board of Fire and Police Commissioners and made it a function of the Police Chief. The process required the Village President and Board of Trustees to adopt the process, and if needed, amend the process from time to time. The hiring panel recently updated the process and is seeking to have the Village Board adopt the new process as required in Chapter 35.15 of the Village's Code of Ordinances.

Trustee Greco asked if we are going to have an eligibility list.

Casey stated yes we always would, no matter what. This is just an update to the hiring process.

**PUBLIC WORKS DEPARTMENT**

**Discussion – Adler Roofing and Sheet Metal Inc. Building Repair Proposal**

Dolezal stated currently two buildings at the wastewater treatment plant (401 and Screenings) and one lift station (Hunters) need new roofs. The lift station needs additional work including gutters and downspouts. This is budgeted at \$35,000. We attempted to reach four contractors for proposals and received only the attached proposal from Adler in the amount of \$30,820.00.

Attorney Silverman stated that we will want to waive the public bid on that.

**Discussion – An Ordinance Vacating a Portion of Right-of-Way in the Village of Channahon, Three Gables Drive – 1<sup>st</sup> Read**

**Discussion – A Resolution Authorizing Dedication and Acceptance of a Drainage Easement, 25552 S. Ridge Road**

Dolezal stated the Ordinance vacates 8 feet of Three Gables Drive, for Village Right-of-Way. The resolution provides a utility easement across our water tower site, which is going to contain a storm sewer, serving the development to the west.

**Discussion – Hire Seasonal Laborers**

Dolezal stated twenty-three thousand four hundred dollars (\$23,400) is in the proposed 2023-2024 budget for summer help. We would like to move forward with the hiring process, since waiting until the new fiscal year often sees potential summer employees already having accepted jobs. We suggest granting the Village Administrator the authority to employ the seasonal labor within the confines of the budgeted dollars as has been done successfully in the past years.

Trustee Perinar reminded the board that we talked last year about increasing the salary for the seasonal laborers. She questioned if this was why we didn't get many candidates.

Dolezal stated that we are not too far off from the neighboring communities in terms of compensation.

VP Moorman Schumacher stated that we can talk about money on Saturday at the Budget Workshop.

**Discussion – Seeking Direction for Roadway Improvements within Heritage Lakes Subdivision**

Dolezal stated the Village of Channahon Public Works Department held an informational meeting for the residents of Heritage Lakes Thursday February 23, 2023 regarding the proposed roadway improvements for the subdivision. The existing roadways within Heritage Lakes consists of Portland cement concrete (PCC) surface which has deteriorated and now requires replacement. Public Works has analyzed several replacement options and proposed replacement of the existing PCC surface with Hot-Mix Asphalt meeting Village of Channahon standards. He further stated residents stated the roadways should be replaced in kind with PCC and Hot-Mix Asphalt would reduce the attractiveness of Heritage Lakes. Replacement cost for removal of the existing PCC roadway replaced in kind has an estimated construction cost of \$1,760,953.00. Replacement cost for removal of the existing PCC roadway replaced with Hot-Mix Asphalt meeting Village standards has an estimated construction cost of \$1,076,631.50. He further stated typically Public Works has an total annual budgeted roadway program of \$1,500,000.00.

Board direction was to discuss further at the Budget Workshop on Saturday.

**COMMUNICATIONS**

**PUBLIC COMMENT**

John Griffin stated that 24059 is the old Lucenta Tire building, currently there is a new tenant moving in without a business license. He stated that he was told by Durkin that the business license application is pending and is currently on hold. He believes the building is currently

occupied by Mighty's Towing and they are coming in there with 80,000-90,000 pound trucks which are not suitable for the parking lot and not suitable for the roads. They have been there for approximately a month and the parking lot is already starting to see failures. Breiser Construction has already gotten into a fight with them over the fact of their trucks going onto Breiser property because it is not a shared driveway. He wanted to let the Board know to do research before you let these guys into town. They are known on ABC 7 News as Priority Towing, Johnny's Towing and now they started a new company called Mighty's Towing. He stated that there are other names that they run under. They change their name every six months because they have horrible reviews. Last winter, they charged one of the Grundy County attorneys \$4,000 to pull his daughter's car out of a ditch. If the board doesn't believe him, you can go on ABC News and pull up the news article. He has also spoke with Chief Casey, who is understanding of it and he just wanted to bring it to the Board's attention. They are not good for the town. Whether he is moving out or not, he's been here since 2004, graduated here and he would hope that the board would recognize that he has grown up here and this business is not good for Channahon.

VP Moorman Schumacher stated that we were made aware of Mighty's Towing and some of the alleged issues. She knows Chief Casey and Attorney Silverman have looked into it.

Attorney Silverman stated that we are still reviewing the business license to see if issuing it is appropriate. There is no occupancy permit on the space so therefore no business license can yet be issued. From what we are seeing, it looks like there may be some different people involved. There are family relationships with different companies but this one seems to be a different person.

VP Moorman Schumacher asked Mr. Griffin to please stay in touch with Chief Casey on any activity at the property.

### **EXECUTIVE SESSION**

- 1. Appointment, Employment, Dismissal, Compensation, Discipline and Performance of an Employee of the Village of Channahon**
- 2. Purchase or Lease of Real Estate**

Durkin stated that this is only required if Board members would like to talk about any items on the agenda.

The Board did not wish to discuss the any agenda items regarding the Appointment, Employment, Dismissal, Compensation, Discipline and Performance of an Employee of the Village of Channahon in Executive Session.

The Committee of the Whole was adjourned at 7:08 p.m.

**Submitted by  
Kristin Hall  
Village Clerk**

