

**CHANNAHON VILLAGE BOARD
COMMITTEE OF THE WHOLE MEETING
MAY 1, 2023**

VP Moorman Schumacher called the meeting to order at 6:00 p.m. with Trustees Greco, Host, Perinar, Scaggs and Slocum present.

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

Recognition – Minooka Community High School REACH Program Students

VP Moorman Schumacher welcomed Minooka Community High School REACH Program students to be recognized for their outstanding service to the Channahon community. Teacher Julie Mongado had reached out asking if the Village could host the REACH students at the Village Hall to help them develop some occupational skills. The REACH students have been coming to the Village of Channahon and doing some wonderful things; restocking the refrigerator, washing the windows, mopping the floors, making welcome wagon gift bags for new residents and whatever else was available to help them develop marketable job skills. VP Moorman Schumacher presented certificates to the following REACH students present at the meeting; Logan Boyle, Evan Davis, Aiden Morrison and Rosie Slavik. Additional certificates were provided for students unable to attend. The students are scheduled to return next fall.

Trustee McMillin entered the meeting at 6:05 p.m.

ADMINISTRATION DEPARTMENT

Discussion – Hiring of Public Works Laborer

Discussion – Hiring of GIS Tech

VP Moorman Schumacher asked the Board if they wanted to go into Executive Session to discuss hiring for the Public Works Laborer or GIS Tech.

The Board did not feel it was necessary to go into Executive Session for these positions.

VP Moorman Schumacher deferred discussion of the candidates to the Board Meeting.

COMMUNITY DEVELOPMENT & INFORMATION SYSTEMS

Discussion – Request for Renewal of Placer.ai Software License

Petrick noted annual software license for Placer.ai is set to expire on May 11. The license for Placer.ai provides analytical data to the Village pertaining to visitation of locations within geographic bounds, such as retail establishments. It also provides traffic counts and powerful market analytics for determining trade areas and retail cannibalization potential. Petrick added the annual subscription rate for Placer.ai has increased \$500 and is now \$10,499. This is an enterprise license; all users with an @channahon.org domain address are able to utilize the software.

Discussion – Temporary Use Permit for Families of Faith Ministries on May 18 to May 21 and May 26 to May 29

Per Zoning Regulations Section 156.201, a Temporary Use Permit must be issued by the Village Board for a temporary event that would, otherwise, not be considered part of the permitted use or improvements on the property. Families of Faith Ministries, located at 24466 W, Eames Street, is requesting a Temporary Use Permit for a carnival for the purpose of community outreach and family fun. Temporary Use Permits were issued for this event in 2021 and 2022. The complete Temporary Use Permit application was in the Board packet for review. The requested dates and times of the event are as follows:

Thursday, May 18, 5:00 p.m. to 9:00 p.m.
Friday, May 19, 5:00 p.m. to 10:00 p.m.
Saturday, May 20, 1:00 p.m. to 10:00 p.m.
Sunday, May 21, 1:00 p.m. to 6:00 p.m.
Friday, May 26, 5:00 p.m. to 10:00 p.m.
Saturday, May 27, 1:00 p.m. to 10:00 p.m.
Sunday, May 28, 1:00 p.m. to 10:00 p.m.
Monday, May 29, 1:00 p.m. to 6:00 p.m.

Ample event parking will be provided in the on-site parking lots with overflow parking areas on the grounds as marked on the site plan, included with the application. No road closures have been requested, nor will additional traffic services be necessary given that the property has two (2) full access drives to Route 6 and Dove Drive. Windy City Amusements, Inc. will leave the rides and vendor trailers on-site between the two (2) weekends. Families of Faith and the Village of Channahon have been listed as additional insureds on the Windy City Amusements, Inc. insurance policy. Windy City Amusements is currently working with the Will County Health Department to obtain the necessary licenses for their food vendors. Channahon Fire Protection District has been contacted and will provide the required safety inspections of the vendors and carnival rides prior to the opening of the event. Families of Faith will be hiring the Police Department for off-duty police officer staffing during the event.

VP Moorman Schumacher recalled there were some questions about the acquisition of water used for ride ballast. VP Moorman Schumacher clarified that they went across to the Industrial Park and filled up at a hydrant there. She asked that it be addressed to avoid repeated problems.

The representative from Families of Faith stated that they rented one of the valve meters from the Village and it was found that they were not going to need it because they used the school's water connection. They plan to use the same water connections this year.

Trustee McMillin noted that carnival workers with a rented truck were seen filling up the tanks from an unmetered fire hydrant. He asked that Families of Faith ensure that is not repeated.

The representative from Families of Faith assured the Board that he was not aware it had happened, but will absolutely make sure that does not happen again.

FINANCE DEPARTMENT

Wagonblott stated that she had no formal items for discussion.

POLICE DEPARTMENT

Discussion – Authorization to Place Orders for Fiscal Year 2024 Squads

Chief Casey requested Board authorization to place order(s) for budgeted squad cars in an amount not to exceed the approved budget for that line item, as the opportunity become available. Given production issues, market volatility, and uncertain supply chain issues, accurate pricing is unobtainable, availability is erratic and unpredictable. Chief Casey noted that government purchasing programs are currently on hold for this fiscal year and not guaranteed to be opened or have orders fulfilled in a timely manner. Frequently, ordering windows for squads are only open for ten days or less. Any purchased vehicle would still come before the board, but the ability to place the order in a timely and opportune manner will be paramount to replacing vehicles this fiscal year. Chief Casey anticipated a window will be opening up on May 5th for the two Dodge Durangos.

PUBLIC WORKS DEPARTMENT

Discussion – Strand Associates Task Order No. 23-02 for the Completion of Source Water Protection Plan

Dolezal informed the Board that as of 2019 IEPA requires that communities serving a population between 3,000 and 49,999 persons with potable water create a SWPP. The deadline to provide SWPP to the IEPA for communities of this size is July 26, 2023. As the name implies, the SWPP is intended to evaluate and implement activities and programs to protect a community's water source, which in Channahon's case is currently groundwater. The SWPP will contain a vision statement, source water assessment, objectives, and an action plan.

Discussion – Strand Associates Task Order No. 23-03 for the Creation of an Alternative Water Supply Implementation Plan

Dolezal stated as part of the Village's transition to Lake Michigan as a water source, improvements to the Village's existing water system must be made. The improvements include new water storage facilities, water main construction to provide for adequate distribution of the Lake Michigan water, and evaluation of the transition of our current well water sources to a backup supply. Critical to this implementation plan will be developing anticipated costs and coordinating scheduling for the multiple projects across the Grand Prairie Water Commission member communities to assist with budgeting over the next seven years.

Trustee Scaggs stated that his recall of talking about Lake Michigan water was about sending everything out for bid. He asked if Strand is preliminary to get everything set up and then are we going to send this out to different engineering companies for bid.

Dolezal reminded the Board that Strand has done all the modeling for the water system to accomplish these tasks. The construction jobs will be bid, but for the sake of continuity and cost Strand is the practical choice for engineering.

Trustee Scaggs reiterated that he was under the impression that we were going to send it out to a few folks and asked if that was correct.

VP Moorman Schumacher didn't recall a bid conversation regarding engineering because Strand is so intimately involved in the project and the design and construction of our entire water system.

Trustee Greco stated that he thought we were going to go for bid.

Petrick reminded the Board that we do not bid for professional services.

Dolezal added that RFQ would require a quality-based selection process. He anticipated we could find some qualified firms and then typically you would bring them in for an interview.

Trustee Greco stated we just want the most bang for our buck; nothing against Strand.

Petrick reminded the Board that we do not bid for professional services.

Dolezal confirmed that we would select the professional firm that is most qualified and then negotiate a price.

Trustee Greco asked if the prices with Strand are negotiated.

Dolezal confirmed that negotiation and scoping occurs with each task order.

Discussion – FY2024 Various Spray Patching Project Contract

Dolezal explained the spray patching process. Spray patching is used to maintain isolated areas of extensive cracking, potholes and severe raveling. 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 contractors who can meet basic insurance requirements. Staff, therefore, recommends contracting directly with Midstate Asphalt Repair who has been doing this work in the Village for over 16 years and has consistently performed well. The contract includes unit costs as follows: \$10.70/gallon for CRS-2 bituminous material; \$30.95/ton for CA-16 aggregate; and \$1,450/day for rolling. This work will be paid using FY2024 local road maintenance funds budgeted for this project. Required insurance coverages for this contract meet those of the IDOT Standard Specifications and typical Village of Channahon requirements, with one exception. Due to excessive costs, a provision for umbrella insurance coverage has been omitted. Staff also recommends allowing the acceptance of a cashier's check at 50% of the value of the contract in lieu of a contract bond. This guarantee should be sufficient as spray patching does not excavate or, otherwise, disturb the roadway. This also provides a savings to the contractor and, by extension, to the Village.

To Trustee Scaggs question, Dolezal confirmed this is not the process that caused all the complaints previously.

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

VP Moorman Schumacher informed the Board and residents that we do not yet have engineering estimated for concrete streets in Heritage Lakes subdivision so discussion and decision on that issued would be tabled until the June 5, 2023 meeting.

COMMUNICATIONS / PUBLIC COMMENT / EXECUTIVE SESSION

The Committee of the Whole was adjourned at 6:21 p.m.

Submitted by
Kristin Hall
Village Clerk

