

**RANTOUL VILLAGE BOARD OF TRUSTEES  
REGULAR STUDY SESSION  
JANUARY 5, 2010**

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LOUIS B. SCHELLING MEMORIAL BOARD ROOM  
RANTOUL MUNICIPAL BUILDING, 333 S. TANNER, RANTOUL, IL

A Regular Study Session of the Board of Trustees of the Village of Rantoul was held at 6:15 P.M., President Neal Williams presiding. President Williams called the proceeding to order at 6:15 P.M.

**Roll Call**

The Clerk called the roll, finding the following members physically present:

President Neal Williams and Trustees Roger Jones, Tony Brown, Margurette Carter, Joe Bolser, Charles Smith, and Jim Stubblefield – 7.

The following representatives of Village departments were also present:

Bruce W. Sandahl, Administrator; Paul Farber, Police Chief; Robert Bruce, Economic Development; Kenneth Beth, Attorney; Scot Brandon, Comptroller; William Clayton, Aviation; Ken Waters, Fire Chief; Rich Thomas, Recreation; David Coffey, Human Resources; Greg Hazel, Public Works Director; Mike Loschen, Community Development; Dan Culkin, Inspection; and Village Clerk Jeremy Reale.

**Items from Trustees**

(A) Trustee Smith requested that Mr. Sandahl make a presentation to the trustees describing how he has accomplished or made significant progress toward the goals, objectives, and vision for the community that had been established by the Board during his first year in office. He added that he would like Mr. Sandahl to update the Board on how he has progressed in his position and to offer any ways that the elected officials might be able to better assist him in meeting their goals and expectations. He requested that such presentation be made to the Board by February 1, 2010.

(B) Trustee Smith requested that a Special Board Meeting be called for either January 19 or January 26, 2010 to give the Board an opportunity to discuss strategic planning objectives and establishing goals for Mr. Sandahl and the administrative team for the 2010-2011 year. Each trustee was to contact the administrative office regarding his or her availability to meet on the aforementioned dates.

(C) Trustee Carter asked Chief Farber about an electronic mail message that the Board members had recently received informing them that a police officer had submitted his resignation three weeks ago and had been replaced by new officer Eric Ruff. Chief Farber responded that there had not been any recent resignations within the department, adding that the last employee to leave had been Officer Brandon Jensen, who departed in July 2009 to accept a position with the Bradley Police Department. He stated that the Board of Fire and Police Commissioners had been working to fill various vacancies within the department; however, he was not certain when the position being filled by Officer Ruff had become open. Mr. Sandahl added that the Board members would be kept informed of any employee resignations, retirements, or new hires in the monthly reports from the Human Resources office.

(D) Trustee Smith noted that Crowe Horwath had identified in its annual audit report that the Village was lacking an adequate fraud risk management program and that the responsibility for implementing such a program had been turned over to the Human Resources office. He asked

Mr. Coffey to provide the Board with an update on any progress that had been made in that area of concern. Mr. Coffey responded that a representative from the Illinois Municipal League Risk Management Association (IMLRMA) had been on site in December to conduct a partial audit of the Village's safety measures. In discussing risk issues with the IMLRMA representative, staff had identified an objective of forming a Safety Committee to work in conjunction with the Village's risk management official in developing risk plans for the future.

#### **Items from the Village Clerk**

(A) The Clerk presented a proposed resolution to authorize the destruction of certain closed session audiotape recordings. He noted that the Illinois Open Meetings Act required all government bodies to maintain verbatim recordings of their closed session proceedings; however, these records could be destroyed after eighteen months and the approval of the official minutes. Since the previous authorized destruction of closed session tapes in January 2009, the verbatim records of an additional twenty-four closed meetings had met the statutory requirements to become eligible for disposal. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

(B) The Clerk notified the Board that, in his capacity as Freedom of Information Officer pursuant to the terms of Resolution No. 9-09-1081, he had designated two employees of the Police Department to serve as Deputy FOI Officers. In that capacity, Lt. Jeffrey Wooten and Sara Simpkins would be responsible for receiving and processing all requests for information made to the department. This would essentially continue the more efficient past practice of having the Police Department handle its own requests internally, rather than directing those requests through the Clerk's office. The Clerk added that he would be monitoring the Freedom of Information caseload during the first few months under the revised statute to determine whether additional employees should be designated as deputies in the future.

(C) The Clerk presented an addendum to the agenda containing an item from the Plan Commission that had been omitted from the final posted agenda. The item in question involved a recommendation from the Commission regarding a request to amend the table of permitted uses in the Zoning Ordinance to allow the placement of a child day care facility in the CR-2 Aviation Support District. By unanimous consent of the Board, this item was added to the agenda under the "Items from Counsel" section.

#### **Items from the Administrator**

(A) Mr. Sandahl presented two items relating to the proposed construction of a new campus for the Lincoln's Challenge Academy on the former base property. The first item involved the proposed purchase of the property located at 200 Borman Drive from Amerinvest for the amount of \$65,000.00. Lincoln's Challenge officials had requested assistance from the Village in acquiring that particular property to clear the way for the future demolition of all existing buildings within the block area bounded by Borman Drive on the north, Enterprise Drive on the east, Flessner Avenue on the south, and Doolittle Boulevard on the west. Because the academy had not been provided with any funding for property acquisition, Village officials had negotiated with Amerinvest to identify a reasonable purchase price for the property, which would then be donated by the Village to the Illinois Department of Military Affairs (DMAIL). Mr. Sandahl added that the purchase of this property would amount to a good investment on the part of the Village by supporting the expansion of the Lincoln's Challenge campus and ensuring the demolition of an essentially useless 1,000-resident dormitory structure.

The second item presented by Mr. Sandahl was a tentative agreement reached between the Village and DMAIL that would provide for the deeding of certain property to DMAIL upon the Village's receipt of title from the U.S. Air Force. The property involved in the agreement would include the property currently occupied by Lincoln's Challenge, as well as an additional five buildings located immediately south of the existing campus. When paired with the proposed

donation of the property acquired from Amerinvest, this agreement would have the effect of providing the entire Borman-Enterprise-Flessner-Doolittle block to DMAIL to be available for the construction of a new campus for the academy. Mr. Sandahl stressed that a property donation had been requested by Lincoln's Challenge because the funding allocated to the academy by the State had accounted only for design, demolition, and construction costs.

Trustee Smith raised several concerns about the cost of purchasing the Borman Drive property from Amerinvest, expressing his reluctance to invest \$65,000.00 in a project that would be entirely contingent upon the State following through on its promised funding. He argued that this situation would essentially place an unnecessary financial risk upon the backs of the taxpayers of Rantoul. Mr. Sandahl responded that Village officials had explored several options with Amerinvest for the acquisition of the property through non-monetary means; however, none of those options had been agreeable to both parties.

With respect to concerns from various Board members about the State's guarantee of funding for the project, Mr. Sandahl noted that Lincoln's Challenge had already received \$3 million for engineering design work and the proposed agreement with DMAIL contained a provision for the property to revert back to the Village in the event that construction does not begin within four years. He also reminded the trustees that this particular project had a considerable amount of backing from influential state officials, thus increasing the likelihood that the funding obligations would be met.

President Williams stated that he viewed the purchase of the Amerinvest property as a positive opportunity to both assist Lincoln's Challenge in building a \$38.1 million new campus and eliminate an unsightly structure without any demand for use. He reasoned that this investment would save the Village an estimated \$300,000.00 in future demolition expenses to remove the building should it fall into further disrepair.

Mr. Herman Fogal, former trustee, was then granted privilege of the floor to address a question to the Board. He asked if Village officials had considered the option of buying the Borman Drive property on a contingency basis and entering into a contract with Amerinvest that would include a right of first refusal provision. He presented this as a possible alternative that could relieve some of the insecurities expressed by the Board with respect to the State's funding guarantees. Mr. Beth responded that this option was something that could be explored.

Following discussion, the consensus of the Board was to place these items upon the formal agenda for its regular meeting.

(B) Mr. Sandahl reported that the Village had been contacted by the owner of a parcel of property located in the Commanders Subdivision who had expressed an interest in donating that property to the Village. The property, located immediately west of the intersection of Galaxy and Pacesetter Drives, had initially been considered for the development of a park area by the Village several years ago. During those initial conversations with Mr. Wampler, the property owner, the Village had declined to accept the property until possible lead contamination issues had been resolved. Mr. Sandahl stated that the U.S. Air Force has now provided the Village with clearance, as there is no contamination of the property. As such, he recommended that the Board accept the property from Mr. Wampler. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

### **Monthly Department Reports**

#### **1) Police**

Chief Farber announced that the department had received the Seven Seals Award from the U.S. Department of Defense for the second consecutive year. This award is presented in recognition of the department's continuing support of veterans and National Guard personnel. He also stated that a graduate student from the University of Illinois would be completing an internship with the department during the spring semester. A sociology student, the intern would be assisting with

P.O.P. (problem-oriented policing) projects, conducting community research, and interacting with the social worker.

### 2) Economic Development

Mr. Bruce reported that a lease for an additional 2,000 sq. ft. of space at the Rantoul Business Center had been secured with Baltimore Air Coil. He added that he had also met with officials representing the Boneyard Festival. Finally, he stated that he had represented the Village at various meetings during January, including: the Regional Planning Commission, Champaign County Economic Development Commission (CCEDC), CCEDC Airport Committee, and the Rantoul Area Chamber of Commerce board of directors.

### 3) Comptroller

Mr. Brandon reported that the annual budget process was continuing, as administrative officials had been participating in a series of ongoing meetings with the various department heads to review budget requests. He told the Board that a special meeting would be planned for mid-March to give officials an opportunity to review the budget proposal with the trustees. He also noted that a great deal of attention had been placed upon the fact that several agencies throughout Illinois had not been receiving their funding from the state. He stressed that the financial difficulties being experienced by state government had not yet affected municipalities and that all tax payments due to Rantoul were current.

### 4) Inspection

Mr. Culkin reported that the Village continued to receive bids for the asbestos abatement and demolition of the building located at 521 Hartigan Avenue (commonly referred to as "P-16"). Bids were due to be opened on January 19, 2010 and a recommendation to the Board would be made at its February Study Session. He also reported on the status of the property located at 209 E. Belle Avenue. The Village had been on the verge of declaring the property unfit due to several major code violations; however, the property owner had stepped up and moved the tenants out of the building so he could begin trying to correct the deficiencies. Mr. Culkin stated that the Village would continue to monitor the situation and report back to the Board on any progress being made.

### 5) Community Development

Mr. Loschen reported that the Village had received authorization from the U.S. Department of Housing and Urban Development to spend its allocation of \$98,625.00 in federal stimulus funds. He also informed the Board that the Citizens Advisory Committee would be meeting on January 7 and February 18, 2010 to discuss HUD funding for the next fiscal year, noting that the department had received a total of fourteen applications from various social service agencies for HUD funding. The total of the social service requests amounted to \$96,113.00. Mr. Loschen stated that a draft of the HUD grant application would be made available for public review and comment between January 13 and February 17, 2010.

### 6) Public Works

Mr. Hazel reminded the public that this would be the final week for scheduled brush and Christmas tree collection, with the next round of brush collection scheduled to begin during the week of April 5, 2010. He also reported that the Illinois Department of Transportation (IDOT) had officially awarded the Flessner Avenue resurfacing project to Cross Construction, for the amount of \$335,000.00. The project was scheduled to be completed during the upcoming summer. He stated that IDOT had also approved the Village's Clean Air Act Permit Program (CAAPP) permit for power generation through 2014. Finally, he mentioned that the winter weather conditions had been keeping crews busy with snow removal and maintenance to various water main breaks.

### 7) Human Resources

Mr. Coffey reported that supervisory training was being developed for all Village supervisors, with the goal being to begin offering that training by the end of January. The training program would include topics such as communication skills, coaching, and performance management skills.

### 8) Recreation

Mr. Thomas reported that winter weather had kept maintenance crews occupied with plowing, salting and shoveling sidewalks and parking lots. He also stated that the Youth Center had been abuzz with various activities, including youth basketball, dancing, and wrestling. The annual "Breakfast with Santa" program had been a successful event during the month of December, with over 350 in attendance. At the Forum Fitness Center, twenty-five individuals had thus far signed up to participate in the "Fitness Challenge" program and over forty teams had been involved in a racquetball tournament. He mentioned that the Champaign County Sports Commission had also been involved in promoting several local events, including the "Shootout at the Hall" and the youth holiday basketball tournament.

### 9) Fire

Chief Waters reported a total of twenty-five calls during the month of December, including a fire that had resulted in approximately \$50,000.00 in damages to a vacant house located at 1100 E. Champaign Avenue. He also reported twelve calls for carbon monoxide detection for the month, bringing the yearly total to ninety-four. He added that the department had responded to a total of 322 fire calls during 2009.

### 10) Aviation

Mr. Clayton reported that he had been busy keeping the airport safe and operational during the month of December, describing examples of the various NOTAMs (Notice to Airman) that had been issued. He noted that one safety feature employed by the airport is the transmittal of NOTAMs on its Automated Weather Observing System (AWOS), which may be accessed by incoming pilots on their VHF radios or telephones. He used his cellular phone to demonstrate to the Board how anyone would be able to obtain current weather conditions and NOTAM information by dialing the AWOS number of 892-4999.

### **Items from Public Works**

(A) Mr. Hazel presented a proposed resolution designating parade routes for the 2010 calendar year. He noted that the Illinois Department of Transportation (IDOT) required municipalities to submit a permit request to cover all parade routes that would necessitate the temporary closure of a state route. Three parades – Fourth of July, RTHS Homecoming, and Chamber of Commerce Christmas – would require the temporary closure of either Route 45 or Route 136. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

### **Items from the Comptroller**

(A) Mr. Brandon presented a proposed amendment to the annual budget to provide for the purchase of an additional police squad car. While funding had been included in the budget for the purchase of one squad car, an amendment was necessary to provide funds for the second vehicle through the combination of a \$23,450.00 state grant and a transfer from the Police Investigation Fund in the amount of \$19,300.00. This would increase the line item for police vehicles from \$31,000.00 to \$73,750.00. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

### **Items from the Fire Department**

(A) Chief Waters presented a request to authorize the donation of surplus pagers and radio equipment to the Paxton Fire Department. This equipment was no longer of value to the Fire

Department, as new radios had been purchased in 2008 as part of a program to maintain interoperable communication capabilities with other agencies throughout Champaign County. The surplus property proposed for donation included a total of seventeen portable radios and eighty single-frequency pagers valued at a total of less than \$700.00. Chief Waters noted that this equipment would be donated with the understanding that Paxton would be responsible for any reprogramming costs associated with making the radios operational. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

#### **Items from Community Development**

(A) Mr. Loschen presented a request for the approval of two separate payments for work completed on a CD Emergency PLUS rehabilitation project at 1108 St. Andrews Circle. He told the Board that National Construction Services had submitted the lowest bid and had initially begun working on the bathroom accessibility project. The contractor, however, had failed to complete the project on schedule and was unresponsive to requests for an extension. A joint decision had then been made between the homeowner and the Village to terminate the contract with National Construction Services and hire the next lowest responsive bidder, Luang Construction. After termination of the contract, National had submitted a bill for work completed in the amount of \$4,214.00. The additional costs for Luang to complete the project had totaled \$12,120.00. It was thus recommended that the Board authorize payments to National Construction Services and Luang Construction accordingly. Following discussion, the consensus of the Board was to place these items upon the formal agenda for its regular meeting.

#### **Items from the Police Department**

(A) Chief Farber presented a request for the purchase of two new squad cars and corresponding camera equipment. Due to budgetary constraints, the department had originally budgeted for the purchase of only one new vehicle while seeking alternative funding sources for a possible second car. He stated that the Illinois Criminal Justice Information Authority had notified the Village that it had been approved for a \$23,450.00 grant to be applied toward the purchase of a squad car. Landmark Ford held the current state bid for squad cars and had provided an invoice for two fully-equipped 2010 Crown Victoria vehicles in the amount of \$61,226.00. With the additional costs required to outfit both cars with Mobile-Vision camera systems, the total amount requested would be \$73,706.00. Chief Farber added that the remaining funds needed for the purchase would come from the Police Department's "Restricted Use Funds", which are derived from drug asset forfeitures, DUI fines, and court supervision charges. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

#### **Items from Counsel**

(A) Mr. Beth presented two items relating to the zoning of certain property on the former base, including the parcel formerly occupied by The Caddyshack Bar and Grill (1126 Country Club Lane). The Plan Commission had conducted a hearing on a request from the property owner to amend the table of permitted uses in the Zoning Ordinance to allow for the establishment of a child day care facility in the building, which was located in an area zoned CR-2 (Aviation Support District). Mr. Kenneth Roessler, property owner, had expressed an interest in leasing the building to Multicultural Center, Champaign, to provide seasonal day care services to children of migrant workers. Ultimately, it was envisioned that the center would expand to provide year-round day care for the general public. After its hearing, the Commission had forwarded a recommendation of denial to the Village Board by a vote of 5 to 2. Mr. Beth stated that the negative recommendation had been the result of the majority of the commissioners reasoning that a child day care was not a compatible use for the Aviation Support District. Notwithstanding the recommendation of the Commission, the Village Board would still be required to take action on the request.

The second item provided for the initiation of a formal process to change the zoning classification of three parcels from CR-2 to C-2 (General Commercial). The parcels in question included Mr. Roessler's aforementioned property, as well as the Village-owned parcels immediately to the north along Veterans Parkway. It was noted that such a change would comport with the land use vision of the Comprehensive Plan adopted by the Board and would also make way for the possibility of a child day care facility on the site, as that would already be a permitted use in the C-2 classification. Staff had recommended adopting this approach to clarify the zoning and use issues with the Caddyshack property rather than approving the amendment to the table of permitted uses in the zoning text. Mr. Beth stressed that passage of this resolution would not itself affect the zoning of the properties in question, but would rather initiate a formal request to the Plan Commission to consider a change in the zoning classification. Following discussion, the consensus of the Board was to place these items upon the formal agenda for its regular meeting.

### **Closed Session**

Trustee Bolser moved to enter into Closed Session pursuant to 5 ILCS 120/2 (C) 21, for the purpose of discussing minutes of meetings lawfully closed under the Open Meetings Acts, whether for the purpose of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Trustee Smith seconded the motion.

The Clerk called the roll:

**YEAS:** Bolser, Smith, Stubblefield, Jones, Brown, and Carter – 6.

**NAYS:** None – 0.

**ABSENT:** None – 0.

The motion carried by roll call vote.

The Board entered into closed session at 7:39 P.M. With the consent of the Board, the following individuals were permitted to remain present: Bruce Sandahl, Kenneth Beth, and Jeremy Reale.

Trustee Bolser moved to adjourn the Closed Session and reconvene the open meeting. Trustee Stubblefield seconded the motion.

The Clerk called the roll:

**YEAS:** Bolser, Smith, Stubblefield, Jones, Brown, and Carter – 6.

**NAYS:** None – 0.

**ABSENT:** None – 0.

The motion carried by roll call vote.

The Board reconvened in open session at 7:44 P.M.

### **Adjournment**

There being no further business to come before the Board, President Williams declared the proceeding adjourned.

**MEETING ADJOURNED AT 7:44 P.M.**

Respectfully submitted,

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Jeremy A. Reale  
Clerk of the Village of Rantoul

APPROVED FEBRUARY 9, 2010

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Neal Williams  
Village President

ATTEST:

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Jeremy A. Reale  
Village Clerk