

COAL CITY VILLAGE BOARD MEETING

**WEDNESDAY
JULY 11, 2018
7:00 p.m.**

**COAL CITY VILLAGE HALL
515 S. BROADWAY, COAL CITY, ILLINOIS**

AGENDA

1. Call meeting to order
2. Pledge of Allegiance
3. Approval of Minutes June 28, 2018
4. Approval of Warrant List
5. Public Comment
6. Presentation-Community Development Block Grant/
Housing Rehab Program
BY: Kevin Lindeman, NCICG

7. Accepting Petition for Annexation
Parcel 6-Hoffman Transportation Development
8. Sludge Removal Purchase Approval
9. Approval of MFT (Motor Fuel Tax) Bid Letting Results
10. Discussion and Adoption of Intergovernmental Agreement with
Coal City Unit School District #1 for School Resource Officer Utilization
11. Appointment of Members to the Planning & Zoning Board
12. Report of Mayor
13. Report of Trustees:
 - S. Beach
 - T. Bradley
 - D. Spesia
 - D. Greggain
 - R. Bradley
 - N. Nelson
14. Report of Village Clerk
15. Report of Village Attorney
16. Report of Village Engineer
17. Report of Chief of Police
18. Report of Village Administrator
19. Executive Session to Discuss Acquisition of Property per ILCS 5 120/2(c)(5)
20. Adjourn

MEMO

TO: Mayor Halliday and the Board of Trustees

FROM: Matthew T. Fritz
Village Administrator

MEETING

DATE: July 11, 2018

RE: NCICG CDBG HOUSING REHAB APPLICATION PRESENTATION

The North Central Illinois Council of Governments (NCICG) has been discussing a new program administered by DCEO (Illinois' Department of Commerce and Economic Opportunity) to provide up to \$45,000 of housing rehabilitation funds to qualified home owners within the Village to remove blight from specifically selected neighborhoods. To become qualified for this program can be difficult and NCICG has the grant administration experience to allow Coal City to successfully compete for this grant opportunity. Kevin Lindeman of NCICG will be in attendance on Wednesday evening to discuss the project.

NCICG is partnering with Kendall/Grundy Action in order to share information to lessen the up front data inquiry and properly completing the DCEO-required housing inspections. To summarize, DCEO can provide up to \$450,000 within a neighborhood (spending no more than \$45,000 per household) to restore/rehab single family owner-occupied homes. Pooling the resources of other agencies, matching funds from Kendall/Grundy Action can be brought in to increase per home spending and bring additional improvements allowing homes to receive benefits exceeding the DCEO benefit maximum.

The cost for applying for the funds is \$4,200 to get started. Should the Board elect to participate, it would be helpful to pledge \$10,000 towards the maximum DCEO community project to gain points towards fulfilling the obligation of local match. The Community Foundation of Grundy County is attempting to provided half of this match in order to bring another agency into a hopefully successful application in order to bring approximately \$500,000 into the Coal City community. If the Board would like to participate the formal actions would follow at the regular Board Meeting of July 25th.

**Community Development Block Grant (CDBG)
Housing Rehabilitation 2018
Getting Started**



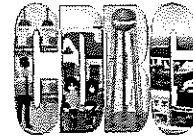
Process to initiate an application:

1. Place possible DCEO Housing Rehab grant discussion on City Council agenda.
2. Distribute by mail a community wide income / housing needs survey, requesting residents to participate by completing and returning surveys by mail to NCICG.
3. Map and analyze results of community wide survey. Requires a minimum response rate of 1:15 to advance to step 4.
4. Determine according to community survey as well as other factors, what defined target area of the community the City will pursue with further income / housing needs survey distribution.
5. Organize an informational meeting and invite the residents within the target area boundary. Discuss the purpose of the project, need to survey, project goals, and scope.
6. Distribute income / housing needs survey to all properties (not including rentals) within the target area.
7. For every 10% of target area surveys that are completed and returned to NCICG, the community will receive 1 point. Maximum 10 points (100% return rate).
8. Project inspector to visit homes to verify need of work and categorize (minor, moderate, major needs). Develop 3 "typical" cost estimates.
9. Complete grant application and submit to DCEO.

Consideration to establish a competitive Target Area:

- Follow the trend from the community wide income / housing needs survey results when determining boundaries.
- Clearly establish internal parameters to support Target Area boundaries.
- Intentionally determine Target Area boundaries. Too large and you might risk losing points due to scoring. (Based on returned surveys, take the proposed number of housing units to be rehabilitated versus the total number of housing units in need of rehabilitation. This will determine project impact. The higher the percent impact, up to 34%, the greater the amount of points earned).
- Strive for as close to 100% survey participation as possible in Target Area to earn maximum points.

**Community Development Block Grant (CDBG)
Housing Rehabilitation 2018
Community Quick Guide**



Housing Rehabilitation

The Housing Rehabilitation Program is a very competitive Housing and Urban Development (HUD) program that is funded through the Illinois Department of Commerce and Economic Opportunity (DCEO). The program accepts applications annually. The 2018 deadline has not been set yet but it is expected to be sometime this fall.

The Housing Rehabilitation Program targets housing projects which preserve single family, owner occupied housing and encourage neighborhood revitalization. The funds are available to address housing needs of eligible low-to-moderate income households. Rehabilitation codes and standards which address mechanical, structural, energy efficiency and other associated rehabilitation activities should, at a minimum, incorporate applicable State plumbing, electrical and lead based paint codes as well as any local rehabilitation codes and standards.

Program Funding & Availability

- There is approximately \$7mil budgeted for Housing Rehabilitation.
- There is a \$500,000 grant ceiling per application.
- \$45,000 is the max limit per household.
- Costs covered by the program grant fund include the rehabilitation of privately owned single-unit homes, activity delivery and rehabilitation administration.
- Pre-program costs, such as application prep and local income survey, are not eligible for CDBG funding.

Eligibility Threshold

- Grants may be used to finance the rehabilitation of single-family, owner-occupied residential buildings, including improvements to increase energy efficiency of structures.
- Benefit to Low-to-Moderate Income Persons: Each application must include documentation that the proposed project will benefit 100% low-to-moderate income persons. Those projects benefiting less than 100% Low-to-moderate income person will not be considered further.
- Income survey forms must be completed within 24 months of the application filing date. This includes both community and target area surveys.
- Applicants must be able to document support for the project from eligible residents of the targeted area. This can be done through minutes of public meetings and/or resident sign-up sheets. Community involvement is significant in this process. Document various promotion and

solicitation of applications; public announcements, postings, public hearing, town hall meetings, etc.

- Applicants that do not provide a scope of work for six (6) homes or more to be rehabilitated are ineligible to receive funding.
- Building/ Housing Rehabilitation Codes adopted or in use, must include at minimum; electrical, plumbing, lead based paint.

Significant Project Requirements

- The community wide income/ housing needs survey is to be distributed to the entire community (except known rental properties). A response rate of 1:15 households of the community wide survey is required to continue to be able to conduct a target area survey.
- The target area income/ housing needs survey must be distributed to 100% of selected target area (except known rental properties). The closer the community gets to a response rate of 100%, the greater the amount of points received at scoring.
- A construction inspector is required to personally assess surveyed properties to complete the DCEO property deficiency report.
- A community is strongly encouraged to contribute \$10,000 towards housing rehabilitation program. *This provides additional points in a very competitive program.*

Scoring System

Project Need: 20 points

- There must be a defined target area.
- The target area must include a 3:1 ratio of income eligible houses in comparison to project scope of work (30 LMI homes of which 10 homes require rehab in target area).
- Applicants that do not survey 100% of the target area will receive a reduction in scoring.
- Applicants must identify owner occupied vs. rental vs. vacant housing

Project Impact: 20 points

- The process of selecting the target area must be described along with quantifying the expected impact of the project.
- The community random sample survey must have 1:15 response rate.
- Define target area.
- Proposed number of housing units to be rehabilitated vs. total number of housing units in need of rehabilitation.

Coordination of Resources: 20 points

- Provide letters of support from agency(s) or community based organization(s) providing housing related services (2 Letters).
- Provide letters of intent to show available resources referencing historical participation in similar projects/ activities as well as current efforts within the community (2 letters).
- Provide resolution of commitment of funds for not less than \$10,000 (2 Letters) *Note: Documentation of multiple sources are necessary in order to receive maximum points.*

Project Readiness: 40 points

- Provide letters from General Contractors that have been pre-qualified by the applicant, stating they are available and interested in performing rehabilitation activities (5 letters, extra points if lead licensed and provide proof)
- Show that there is substantial owner interest in the housing project (verified through public hearing sign in sheet).
- Submit a policy and procedure manual prepared for the project that addresses general administrative procedures and staff responsibility
- Submit a general conditions and specification manual for general/ subcontractors that address industry standards of acceptable materials and applications, bidding process, contract award, reporting requirements, payments to contractors and ongoing project management
- Select a housing inspector
- Provide detailed cost estimates of three housing units within the targeted area (minimum, moderate, major assistance).

MEMO

TO: Mayor Halliday and the Board of Trustees

FROM: Matthew T. Fritz
Village Administrator

MEETING

DATE: July 11, 2018

RE: ANNEXTION OF HOFFMAN TRANSPORTATION PARCEL VI

The former Kodat parcel located just south of the Coal City Fire Station #2, adjacent to Berta Road was recently purchased by Hoffman Transportation. This parcel of land is planned to be appended to the Preliminary PUD Plat that was provided in May of 2017 and is currently being amended with additional changes.

The Village Board must receive a petition for annexation in order to annex the parcel within the Village. Furthermore, it is to become RS-1 upon its annexation unless the owner requests a map amendment at the time of annexation. Hoffman Transportation has made this request as part of its updated PUD Plat petition. It will be considered at the same time as the amended PUD and be subject to a public hearing on July 30th before the Planning & Zoning Board.

Recommendation:

Accept the Petition of Annexation for the former Kodat property and keep the petition on file for later determination.

**PETITION FOR ANNEXATION SUBMITTED
PURSUANT TO 65 ILCS 5/7-1-8 (2016 STATE BAR EDITION)**

TO: THE PRESIDENT AND BOARD OF TRUSTEES OF THE
VILLAGE OF COAL CITY, GRUNDY COUNTY, ILLINOIS

THE UNDERSIGNED, PETITIONER(S), RESPECTFULLY STATES THE
FOLLOWING UNDER OATH:

A. Petitioner(s) is the sole owner of record title to that certain territory, consisting of approximately 10 acres, which is legally described on Exhibit A attached hereto and made a part hereof, having a common address 1535 S. Berta Road, Coal City, Illinois and being identified by PIN 09-11-400-003 (the "Property").

B. The Property is not situated within the corporate limits of any municipality, but is, or will be at the time of annexation, contiguous to the corporate limits of the Village of Coal City, Grundy County, Illinois (the "Village").

C. Petitioner further states that no electors reside upon the Property.

D. The Village does not provide fire protection or public library services within the boundaries of the Property.

E. All statutory notices required to annex the Property have been provided.

THE PETITIONER HEREBY RESPECTFULLY REQUESTS THE FOLLOWING:

1. The foregoing recitals are incorporated herein and made a part hereof.
2. That the Property be annexed to the Village by an ordinance passed and approved by the President and Board of Trustees of the Village pursuant to Section 7-1-8 of the Illinois Municipal Code, as amended.
3. That such further action be taken by the Village as may be necessary or appropriate to effect, in accordance with law, the annexation of the Property to the Village.
4. To the best of the undersigned's information and belief, the statements contained herein are true and correct.

(space intentionally blank)

5. The annexation of the Property is subject to and conditioned upon the execution of a mutually acceptable annexation agreement.

Dated this 25th day of June, 2018.

Petitioner(s)

Hoffman Property Holding, L.L.C., an Illinois limited liability company

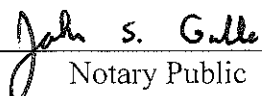
By: 
Kenneth Carlson, it authorized agent

STATE OF ILLINOIS)
) SS.
COUNTY OF GRUNDY)

The undersigned Petitioner, being first duly sworn on oath, state that the matters alleged in the forgoing Petition are true in substance and in fact to the best of his knowledge and belief.



Subscribed and sworn to before me
this 25th day of June, 2018.


Notary Public

My Commission expires:

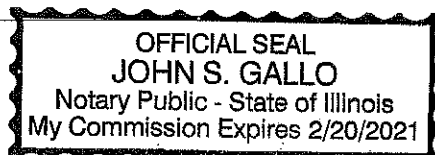


EXHIBIT A

THE NORTH QUARTER OF THE NORTH HALF OF THE EAST HALF OF THE SOUTHEAST QUARTER OF SECTION 11, TOWNSHIP 32 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN (EXCEPT COAL AND OTHER MINERALS UNDERLYING SAID PREMISES AND THE RIGHT TO MINE AND REMOVE THE SAME); IN GRUNDY COUNTY, ILLINOIS.

PRELIMINARY PUD PLAT FOR HOFFMAN TRANSPORTATION - COAL CITY SITE

LEGEND	
	ROW
	EASEMENT
	RIGHT OF WAY
	BOUNDARY
	SURVEY LINE
	UTILITY
	STRUCTURE
	ELEVATION
	SPOT ELEVATION
	CONTOUR
	PROPOSED STRUCTURE
	PROPOSED EASEMENT
	PROPOSED RIGHT OF WAY
	PROPOSED BOUNDARY
	PROPOSED SURVEY LINE
	PROPOSED UTILITY
	PROPOSED STRUCTURE
	PROPOSED ELEVATION
	PROPOSED CONTOUR

LEGAL DESCRIPTION

PARCEL I:
THE EAST 34 ACRES, MORE OR LESS OF THE SOUTHWEST QUARTER OF SECTION 11, TOWNSHIP 22 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, COUNTY OF DEKALB, ILLINOIS, EXCEPT THE CHICAGO AND ALTON RAILROAD RIGHT OF WAY, IN DEKALB COUNTY, ILLINOIS, CONTAINING 34.00 ACRES, MORE OR LESS.

PARCEL II:
THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 11, TOWNSHIP 22 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, COUNTY OF DEKALB, ILLINOIS, CONTAINING 45.20 ACRES, MORE OR LESS.

PARCEL III:
THE WEST 300 FEET OF THE SOUTH 1/2 OF THE SOUTHWEST QUARTER OF SECTION 11, TOWNSHIP 22 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, COUNTY OF DEKALB, ILLINOIS, CONTAINING 2.00 ACRES, MORE OR LESS.

PARCEL IV:
THE WEST 300 FEET OF THE SOUTHWEST QUARTER OF SECTION 11, TOWNSHIP 22 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, COUNTY OF DEKALB, ILLINOIS, EXCEPT THE WEST 300 FEET OF THE SOUTH 1/2 OF THE SOUTHWEST QUARTER OF SECTION 11, TOWNSHIP 22 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, COUNTY OF DEKALB, ILLINOIS, CONTAINING 6.34 ACRES, MORE OR LESS.

PARCEL V:
THAT PART OF THE NORTHWEST QUARTER OF SECTION 11, TOWNSHIP 22 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF THE NORTHWEST QUARTER OF SAID SECTION 11; THENCE NORTH 89 DEGREES 30 MINUTES 00 SECONDS EAST ALONG THE SOUTH LINE OF SAID NORTHWEST QUARTER, A DISTANCE OF 543.37 FEET TO A POINT ON THE EAST LINE OF THE UNION PACIFIC RAILROAD RIGHT OF WAY FORMERLY OWNED AND ALTON RAILROAD COMPANY; ALSO BEING THE POINT OF BEGINNING; THENCE NORTH 89 DEGREES 30 MINUTES 00 SECONDS WEST ALONG SAID EAST RIGHT OF WAY LINE, A DISTANCE OF 543.37 FEET; THENCE SOUTH 1/4 SECTION 11, THENCE SOUTH 89 DEGREES 30 MINUTES 00 SECONDS WEST ALONG SAID SOUTH LINE, A DISTANCE OF 180.00 FEET TO THE POINT OF BEGINNING, IN DEKALB COUNTY, ILLINOIS, CONTAINING 1.87 ACRES, MORE OR LESS.

PARCEL VI:
THE NORTH QUARTER OF THE NORTH HALF OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 11, TOWNSHIP 22 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, COUNTY OF DEKALB, ILLINOIS, EXCEPT THE CHICAGO AND ALTON RAILROAD RIGHT OF WAY, IN DEKALB COUNTY, ILLINOIS, CONTAINING 10.05 ACRES, MORE OR LESS.

PROPOSED SITE SUMMARY

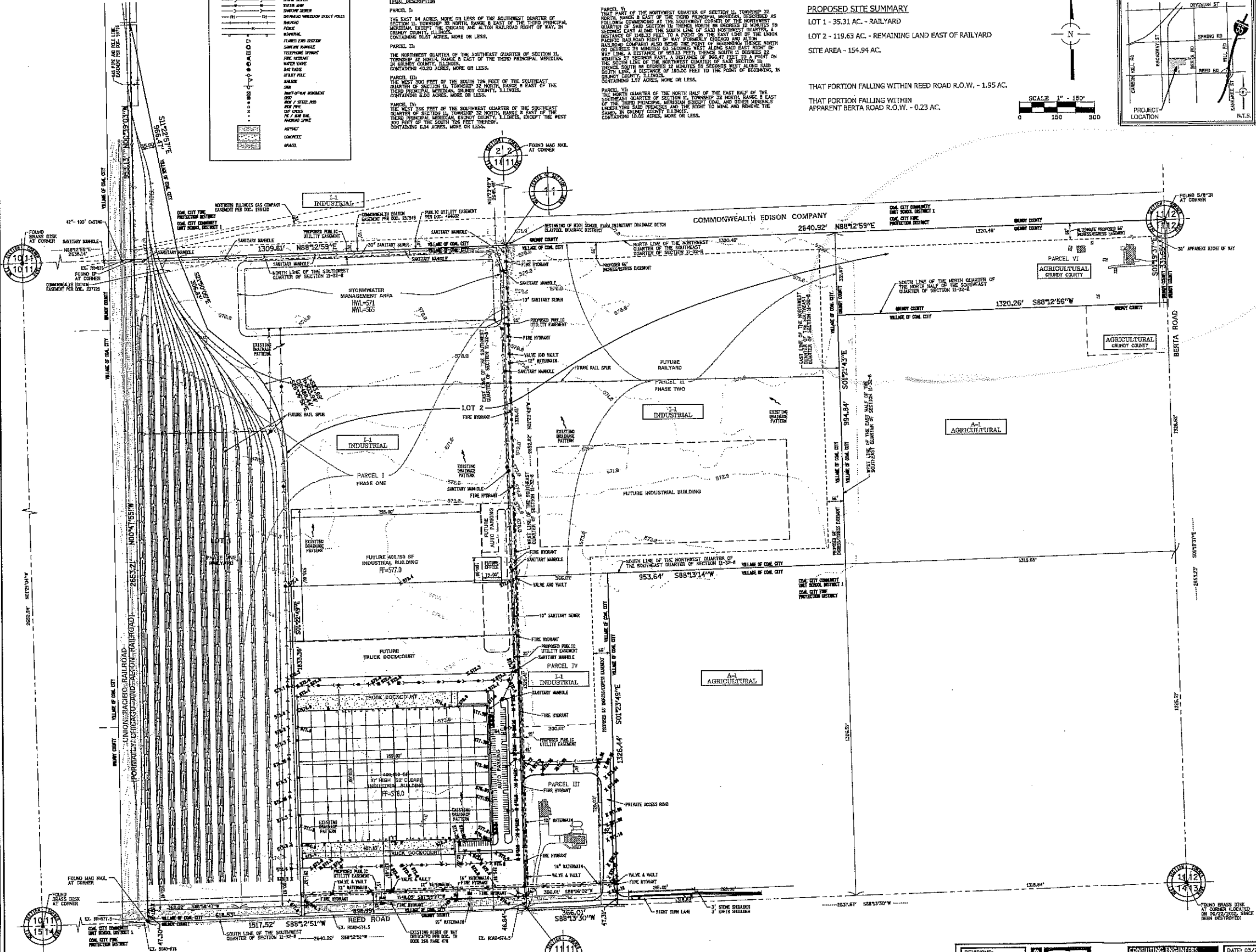
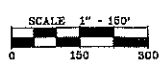
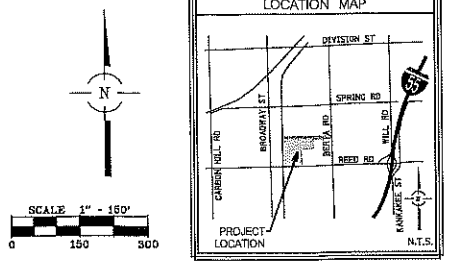
LOT 1 - 35.31 AC. - RAILYARD

LOT 2 - 119.63 AC. - REMAINING LAND EAST OF RAILYARD

SITE AREA - 154.94 AC.

THAT PORTION FALLING WITHIN REED ROAD R.O.W. - 1.95 AC.

THAT PORTION FALLING WITHIN APPARENT BERTA ROAD R.O.W. - 0.23 AC.



PREPARED FOR:
HOFFMAN TRANSPORTATION
P.O. BOX 810
CHAMPAIGN, IL 60410

**FOR REVIEW
PURPOSES ONLY**

REVISIONS	DATE
04/03/17	
04/21/17	
04/28/17	
04/21/17	
06/25/18	

CONSULTING ENGINEERS
LAND SURVEYORS

DATE: 03/20/17
JOB NO: 9588
FILENAME: 5589PREPUD-01
SHEET: 1 OF 1

224 N. Liberty Street,
Moria, Illinois 60449
Phone: (815) 941-0240 Fax: (815) 941-0253

MEMO

TO: Mayor Halliday and the Board of Trustees

FROM: Matthew T. Fritz
Village Administrator

MEETING

DATE: July 11, 2018

RE: SLUDGE REMOVAL COSTS UPDATE

The Village Board approved a not to exceed expenditure of \$80,000 at its May 23rd Regular Meeting in order to meet the budgeted expenditure for sludge removal within the current fiscal year's budget. This expenditure will not meet all of the goals for this annual cleaning exercise, which removes sludge from the Village's sanitary waste areas.

Staff is convening a meeting with Trustee Ross Bradley to review available options on Monday prior to the Regular Board Meeting to have a final recommendation. As you may recall, the bids did not speak to the cost for fees to be charged at the landfill once the trucks arrive with the materials. This is an extra cost, which impacts the total amount of sludge that may be hauled for this year. The more sludge that is removed the better the radium levels resulting from the future content of this material; removing more has an operational advantage that comes along with additional cost.

To expend additional funds, the Utilities budget will be going over budget and exceed the amount allowed by the Village Board previously. Please consider the final recommendation from Public Works to be provided Wednesday evening in order to remove the sludge from the sanitary treatment facility.

The maximum projected cost would result in the removal of all of the material, but this would increase the cost 24% upwards to an estimated \$99,350. To decrease the amount of sludge to be transported away to meet the maximum budgeted number would result in a 28% reduction in the total material to be hauled away.

MEMO

TO: Mayor Halliday and the Board of Trustees

FROM: Matthew T. Fritz
Village Administrator

MEETING

DATE: July 11, 2018

RE: 2018 STREET IMPROVEMENT PROGRAM

Chamlin Engineering placed the annual street improvement program out to bid within IDOT specifications so it could expend \$140,000 of budgeted Motor Fuel tax proceeds within the budget project. Bids are being opened on the afternoon of Tuesday, July 10th in order to open the bids at their earliest possible moment which moves up the planned construction avoiding Fall construction of the improvements.

Ryan Hansen, the Village Engineer, will have a recommendation for the Board after these bids are opened and reviewed.

Recommendation:

Instruct the Village Engineer to Award the Lowest Responsive Bid to _____ after completion of the requisite waiting period following the opening of bid submissions.

MEMO

TO: Mayor Halliday and the Board of Trustees

FROM: Matthew T. Fritz
Village Administrator

MEETING

DATE: July 11, 2018

**RE: SCHOOL RESOURCE OFFICER INTERGOVERNMENTAL
AGREEMENT DISCUSSION/ADOPTION**

The Coal City Unit School District recently adopted a new safety/security plan that calls for an assortment of measures to harden and soften the school environment to proactively anticipate intervention with violence and increase security. The Village of Coal City and the School District have enjoyed a long-standing intergovernmental relationship wherein an officer from the Village's Police Department is assigned to uphold the position of School Resource Officer. Currently, there is one SRO assigned to the Schools for 50% of the school calendar.

As far as personnel, the School District's safety committee recommended tripling the current time available set out for security personnel to be on school property. The Village Board and the School District have been discussing the terms of an intergovernmental agreement in which the Schools would double its contribution and the Village would double its personnel dedicated to school security. The Attorneys for both sides will be working on newly created versions of the intergovernmental agreement prior to the Board's Regular Meeting on Wednesday evening.

This new agreement will be reviewed and provided so the Board may discuss this increased security measure and the Village's support within the School District facilities.

Recommendation:

Consider the adoption of Ordinance No. _____: Providing for School Resource Officers within the Coal City Unit School District #1.

Coal City Police Department
Weekly Summary of Activities
Thursday 06-21-18 – Wednesday 06-27-18

During this period, there were 37 calls for service, 18 verbal warnings and 0 assist Grundy County Sheriff's Dept.

Significant Incidents

06-22-18 at 3:41 PM, police met with a Richards St. resident regarding vehicles speeding and going around barricades into an undeveloped area. The complainant was able to provide police with a license plate on one of the vehicles. Police relocated to a N. Garfield St. resident and spoke with a 17 yr.-old female and her boyfriend who admitted they were in the area but advised they didn't know it was private property, although they would not say how fast they were driving they advised they would slow down.

06-25-18 at 1:55 PM, police responded to an E. North Dt. For a domestic disturbance call between a parent and her 15 yr. old daughter. The dispute was verbal in nature, police were able to resolve this incident when the minor was able to leave the residence with her grandmother.

Arrest Summary

No Valid Registration	1
Speeding	7
Failure to Reduce Speed to avoid an Accident	2
Possession Cannabis < 10 grs.	1
Operating an Uninsured Motor Vehicle	3
No Valid D.L.	1
Revoked D.L.	1
Obstructing Justice	1
Expired Registration	2
Disobeying a Traffic Control Device	1
Disobeying a Stop Sign	1

Coal City Police Department
Weekly Summary of Activities
Thursday 06-28-18 – Wednesday 07-04-18

During this period, there were 50 calls for service, 23 verbal warnings and 1 assist Grundy County Sheriff's Dept.

Significant Incidents

06-28-18 at 1:43 PM, police responded to a Batista Dr. for a 911 domestic disturbance call between the resident and his 15 yr. old step-daughter. The female explained after an argument she tried to reach her mother but was unable to make contact so she called her biological father and he called 911. After speaking with all parties it was determined the argument was verbal only and all parties agreed to get along.

06-30-18 at 7:14 PM, police responded to a S. Valerio Rd. residence for a disputed between brothers over land. The complainant stated his older brother was moving his personal items onto his land and he wanted him to remove them. The older brother explained he owns 2 acres of land which his brother agreed but no specific area of land is designated to him. Police advised this is a civil matter and could not make him remove his items since he does own some land. This incident will be reviewed by the village building inspector.

Arrest Summary

Speeding	3
Violation of Classification	1
Possession of Cannabis < 10 grs.	1
Expired Registration	1
Disobeying a SS Signal	1
Operating an Uninsured Motor Vehicle	1

2018 D.U.I.

	Jan	Feb	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Totals
Clark													
Dillon													
Harseim		1											1
Imhof			1										1
Jones													
Kasher		1	1										2
Logan													
Moran													
Roth													
Briley													
Butterfield													
Paquette													
Roach													
Shugart													0
Total	0	2	2	0	0	0	0						4

