

*VILLAGE OF MACHESNEY PARK, ILLINOIS
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings - Regular Meeting, April 7, 2014*

The meeting was called to order at 6:00 PM by Mayor Jerry Bolin. Mr. Don Hecox presented the Invocation, which was followed by the Pledge of Allegiance led by Trustee Kate Tammen.

Present: Mayor Jerry Bolin
Trustees Robbin Snodgrass, Kate Tammen, James Kidd, Aaron Wilson, Tom Yoe, and Erick Beck

Also Present: Village Clerk Lori Mitchell
Village Treasurer Steve Johnson
Village Attorney Tom Green
Village Administrator Tim Savage
HR and Accounting Manager Michelle Johannsen
Community Development Coordinator Gregory Anderson
Superintendent of Public Works Chad Hunter
Public Safety Coordinator Rocco Wagner
Student Liaison Abraham Herrera

The Journal of Proceedings for the Regular Board Meeting and Budget Retreat from March 17, 2014 were approved as amended per typewritten copies submitted by the Clerk on a motion by Trustee Wilson and seconded by Trustee Tammen. Motion carried by voice vote.

1. Minutes Approved

Treasurer Steve Johnson presented the Treasurer's Report showing the total of all funds is **\$7,517,070.09**. Trustee Beck moved to accept the Treasurer's Report and place it on file for audit; seconded by Trustee Yoe. Motion carried by voice vote. Further, reminding everyone of the Annual Easter Egg Hunt, April 12th at 10:00 am at Harlem High School.

2. Treasurer's Report

Clerk Mitchell reported that the Village had received a letter from Charter Communications that they were going all digital and adding more than 90 new high definition channels to their lineup. Full information is available in the clerk's office or by visiting the Charter website at www.charter.com/digitalnow.

3. Communications

Clerk Mitchell reported that the Salvation Army of Winnebago County will be having their Annual Volunteer Appreciation on Wednesday, April 9 at their 500 S Rockford Avenue location. There will be an Open House from 11:30 a.m. – 1:30 p.m. with a short program in the chapel at noon. On Friday, April 11, the Salvation Army Norwegian Territorial Band from Oslo, Norway will be performing at the Temple Corps at 7pm. There is no charge, but a free-will offering will be collected. The public is invited to attend.

Trustee Robbin Snodgrass read a proclamation for the Great American Cleanup in Machesney Park which was presented by Mayor Bolin to Keep Northern Illinois Beautiful and accepted by Advisory Board Member Joan Sage.

Trustee Tom Yoe read a proclamation for Comcast Cares Day which was presented by Mayor Bolin to Comcast and accepted by Government and Community Affairs Manager Joan Sage.

Trustee Aaron Wilson read a proclamation for Sage Hecox Day which was presented by Mayor Bolin to proclaim Friday, April 11 as Sage Hecox Day in Machesney Park and accepted by Sage Hecox.

Trustee Beck presented warrants in the amount of \$471,526.52 reviewed and recommended for approval earlier this evening by the Administration and Finance Committee and moved for their passage; seconded by Trustee Yoe. Motion approved. On roll call: 6 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe and Beck), 0 nays, 0 absent

4. Warrants/Approved

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ADMINISTRATIVE REPORTS

Mayor Jerry Bolin reported on events and appointments he has participated in during the last two weeks.

Attorney Tom Green had no report this evening.

Village Administrator Tim Savage had no report this evening.

Village Engineer Chris Dopkins was absent.

Planning and Zoning Coordinator Carrie Houston was absent.

Public Works Superintendent Chad Hunter had no report this evening.

Community Development Coordinator Gregory Anderson had no report this evening.

Human Resources and Accounting Manager Michelle Johannsen had no report this evening.

Public Safety Coordinator Rocco Wagner reported that for the period of March 12, 2014 through April 3, 2014, there were 1086 total calls for service and 247 traffic arrests that included 4 DUI's and 104 criminal arrests.

Student Liaison Abraham Herrera reported about the Harlem School District's initiative "The Little Free Library."

COMMITTEE AND TRUSTEE REPORTS

District #1 Trustee Snodgrass, Vice-Chairman of the Public Improvement and Safety Committee and Administration and Finance Committee encouraged the Trustees to take part in the State of Illinois Comptroller Judy Barr Topinka's "Follow the Money". Further, on April 25th, Illinois Secretary of the State, Jesse White will be in the area promoting his donor awareness program. Lastly, Rock Valley College will be announcing their new president this week.

District #2 Trustee Tammen, Chairperson of the Public Improvements and Safety Committee had no report this evening.

District #3 Trustee Kidd, Vice-Chairman of the Planning and Economic Development Committee, congratulated Sage Hecox and his father on their accomplishments.

District #4 Trustee Wilson, Vice-Chairman of the Administration and Finance Committee had no report this evening.

District #5 Trustee Yoe, Chairperson of the Planning and Economic Development Committee, reported that the Planning and Economic Development Committee met this evening and recommended approval of one item that will move on to the April 21st Board Meeting with a positive recommendation.

5. Administrative Reports
6. Mayor's Report
7. Attorney's Report
8. Village Administrator
9. Village Engineer
10. P/Z Coordinator
11. Public Works Supt.
12. Comm. Dev. Dir. Rpt.
13. Acct./HR Mgr.
14. Pub. Safety Report
15. Student Liaison
16. Committee Reports
17. District #1 Report
18. District #2 Report
19. District #3 Report
20. District #4 Report
21. District #5 Report

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District #6 Trustee Beck, Chairperson of the Administration and Finance Committee, reported that A&F Committee met this evening and approved Warrants and moved four items to the April 21st Board Meeting.

CONSENT AGENDA*

Mayor Bolin asked if there were items any Trustee would like removed from the Consent Agenda to be considered separately. Trustee Kidd asked to remove Item E, Resolution 23-R-14 from the Consent Agenda. Mayor Bolin called for a motion to approve the remaining items under the Consent Agenda. The motion was made by Trustee Yoe and seconded by Trustee Kidd. *Staff Report: Village Administrator Tim Savage summarized the items listed under the Consent Agenda:*

Ordinance 06-14, Granting a Special Use Permit for a Farmers' Market at GPS Church for second reading. Motion approved on roll call vote. 7 ayes (Trustees Tammen, Kidd, Wilson, Yoe, Beck, Snodgrass and Mayor Bolin), 0 nays and 0 absent

Ordinance 08-14, Granting a Zoning Map Amendment from Agricultural to Commercial Community for the property located at 1312 Prairie Lane for second reading. Motion approved on roll call vote. 7 ayes (Trustees Tammen, Kidd, Wilson, Yoe, Beck, Snodgrass and Mayor Bolin), 0 nays and 0 absent

Resolution 21-R-14, Waiving the formal bid process under Village Code Section 18.403 and authorize the Village Administrator to purchase two squad cars from Landmark Ford not to exceed \$55,000 to be paid out of the 2014-2015 fiscal year budget. Motion approved on roll call vote. 7 ayes (Trustees Tammen, Kidd, Wilson, Yoe, Beck, Snodgrass and Mayor Bolin), 0 nays and 0 absent

Resolution 22-R-14, Approving an Agreement to Provide Waste Collection Services between the Village of Machesney Park and Rock River Disposal. Motion approved on roll call vote. 7 ayes (Trustees Tammen, Kidd, Wilson, Yoe, Beck, Snodgrass and Mayor Bolin), 0 nays and 0 absent

Resolution 24-R-14, a Resolution of the Village of Machesney Park Resolving to Publically Bid the Colonial Drive, Ramona Terrace and Queen Oaks Drive Improvements. Motion approved on roll call vote. 7 ayes (Trustees Tammen, Kidd, Wilson, Yoe, Beck, Snodgrass and Mayor Bolin), 0 nays and 0 absent

UNFINISHED BUSINESS – Mayor Bolin called for a motion to adopt Resolution 23-R-14, Releasing Closed Session Minutes from May 7, 2012; June 17, 2013 and March 3, 2014 (Item E – removed from the Consent Agenda). The motion was made by Trustee Yoe and seconded by Trustee Tammen. *Staff Report: Village Attorney Tom Green reported that every six months the municipality is required to review its closed session minutes which were last week and are ready to be released to the public.* Motion approved on roll call vote. 6 ayes (Trustees Wilson, Yoe, Beck, Snodgrass, Tammen and Mayor Bolin), 1 nays (Trustee Kidd) and 0 absent

22. District #6 Report

23. Consent Agenda*

24. Ord. 06-14/SUP/Market
GPS/2nd/Pass

25. Ord. 08-14/ZMA/2nd Rd
1312 Prairie/Pass

26. Res. 21-R-14, Purch
2 Squad Cars/Pass

27. Res. 22-R-14/Garbage
Contract/Pass

28. Res. 24-R-14, Bid
Colonial/Ramona/QO/
Pass

29. Unfinished Bus/ Res.
23-R-14, Release
Closed Session Min/
Pass

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NEW BUSINESS:

Mayor Bolin called for a motion to approve Ordinance 11-14, Adopting the Village of Machesney Park Annual Budget for first reading. *Motion was made by Trustee Yoe and seconded by Trustee Snodgrass. Staff Report: Accounting and HR Manager Michelle Johannsen reported during the Budget Retreat several recommendations for changes were discussed and she has adjusted the Budget Ordinance to reflect these changes. She further confirmed that the budget is balanced.* Motion approved on roll call vote. 6 ayes (Trustees Wilson, Yoe, Beck, Snodgrass, Tammen and Mayor Bolin), 1 nays (Trustee Kidd) and 0 absent

PUBLIC COMMENT:

Frank Manzullo from Keep Northern Illinois Beautiful invited everyone to sign up as a volunteer for the 26th Annual Great American Cleanup in Machesney Park and Winnebago County on Saturday, April 26, 2014 from 9:00 am to noon.

Trustee Beck moved to adjourn; seconded by Trustee Yoe. Motion carried by voice vote. Meeting adjourned at 6:28 p.m.

APPROVED:

Lori J. Mitchell, MMC
Village Clerk

BOARD MEETING – FIRST AND THIRD MONDAY AT 6:00 PM EXCEPT WHEN A HOLIDAY FALLS ON A BOARD MEETING MONDAY, THE MEETING IS RESCHEDULED FOR THE TUESDAY AFTER THAT HOLIDAY.

Administration and Finance Committee – First and Third Monday @ 5:45 PM prior to a regularly scheduled Board Meeting.

Planning and Economic Development Comm.- First Monday of each month at 5:30 PM

Public Improvements and Safety Comm. - Third Monday of each month at 5:30 PM

Planning and Zoning Commission – Fourth Monday of each month at 6:00 PM

These minutes are not official unless signed and sealed by the Village Clerk.

** The Consent Agenda consists of proposals and recommendations that, in the opinion of the Village Administrator, will be acceptable to all members of the Board of Trustees. The purpose of this Agenda is to save time by taking only one roll call vote that covers all items in the Consent Agenda instead of separate votes on each item. Upon the request of any one Trustee, any item can be removed from the Consent Agenda prior to the motion to approve and be considered separately after adoption of the Consent Agenda.*

30. New Business

31. Ord. 11-14/Budget/
1st Rdg/Pass

32. Public Comment

KNIB

33. Adjourn