

*VILLAGE OF MACHESNEY PARK, ILLINOIS
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings ~ Regular Meeting, December 1, 2014*

The meeting was called to order at 6:06 PM by Mayor Jerry Bolin. Pastor Rob James from GPS Church presented the Invocation, which was followed by the Pledge of Allegiance led by Trustee Aaron Wilson

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
Community Development Coordinator Lucia Matlock
Planning and Zoning Coordinator Carrie Houston
Village Engineer Chris Dopkins
Student Liaison Justin Porter
Public Safety Coordinator Rocco Wagner

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

1. Minutes Approved

Village Treasurer Steve Johnson updated the Board regarding the Treasurer's Report showing \$50,944.71 received in Motor Fuel Tax Funds, \$381,553.75 in Flood Mitigation Program Funds, and \$292,864.48 in Build Machesney Road Funds with a total of all funds of \$6,621,016.39. In addition, Treasurer Johnson thanked everyone who attended the Light Up the Parks Parade yesterday and the Village Tree Lighting. Trustee Kidd moved to accept the Treasurer's Report and place it on file for audit; seconded by Trustee Beck. Motion carried by voice vote.

2. Treasurer's Report

Clerk Mitchell reminded everyone that the Salvation Army will benefit from the Nickel Tuesdays going on now at Kelly-Williamson Mobil Stations. The Salvation Army will receive .05 for each gallon of gas purchased during on Tuesdays during this promotion.

3. Communications

The Village Lighting Contest is in full swing. If you see outdoor home decorations that are outstanding, please call the Village Clerk's Office at 815-877-5432 and submit the addresses. The top three winners will be announced at the December 15 Board Meeting with prizes from Machesney Park merchants being awarded at that time.

Clerk Mitchell introduced Trustee Aaron Wilson who read a proclamation honoring Samantha Roberson which was presented by Mayor Bolin. In addition, Mayor Bolin presented Samantha with a certificate identifying her as an Ambassador of Inspiration and presented her with a Key to the Village of Machesney Park.

Trustee Snodgrass presented the warrant list in the amount of \$646,860.30 reviewed and recommended for approval earlier this evening by the Administration and Finance Committee and moved for their passage; seconded by Trustee Wilson. 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 presented a check for \$500 to Helping Hands Pantry at North Park Church of Christ and a check for \$500 to GPS Church Pantry to assist with feeding the needy during this rough time of year.

Mayor Bolin reported the Village Toy Drive is in full swing. New unwrapped toys can be dropped off at Village Hall any weekday between 8:00 a.m. and 4:30 p.m. Mayor Bolin also reported that in addition to Village Hall, gifts for children can also be dropped off in Toy Boxes at Red Mango, Starbucks and Panera until December 12.

Mayor Bolin thanked WIRF Channel 13 for their live broadcast at Village Hall on November 20th to promote the Toy Drive. Mayor Bolin also thanked all who assisted with the annual Tree Lighting.

Mayor Bolin congratulated Winnebago County Sheriff Dick Meyers on his retirement. Mayor Bolin also congratulated Sheriff Gary Caruana on his new position.

Attorney Tom Green had no report this evening.

Village Administrator Tim Savage reported an inspection was conducted on Jennie Dr. A meeting with the owner was held after he received a notice of violation. The owner agreed to correct the problem.

Community Development Coordinator Lucia Matlock had no report this evening.

Village Engineer Chris Dopkins gave updates on the Village & IDOT construction projects.

Planning and Zoning Coordinator Carrie Houston reported the November 24th Planning & Zoning Commission has been postponed to December 8th.

Public Works Superintendent Chad Hunter reported an update on leaf vacuuming.

Human Resources and Accounting Manager Michelle Johannsen left no report in her absence.

Student Liaison Justin Porter reported about this week's activities at Harlem High School.

Public Safety Coordinator Rocco Wagner reported for the period of November 14 through November 27, 2014 there were 655 total calls for service and 163 traffic arrests that included 4 DUIs and 39 criminal arrests. He stated for the shopping season there will be at least one deputy at both the 173 Corridor and the Machesney Towne Center.

COMMITTEE AND TRUSTEE REPORTS

District #1 Trustee Snodgrass, Chairperson of the Administration and Finance Committee stated how well everything went with the tree lighting and parade. She reported the committee met this evening and approved tonight's Warrants and recommended approval of an Ordinance and three Resolutions that are being moved on to the Board. The Ordinance will be read for first reading at tonight's Board Meeting.

5. Administrative Reports

6. Mayor's Report

7. Attorney's Report

8. Village Administrator

9. Comm. Dev. Coordinator

10. Village Engineer

11. P/Z Coordinator

12. Public Works Supt.

13. Acct./HR Mgr.

14. Student Liaison

15. Pub. Safety Report

16. Committee Reports

17. District #1 Report

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District #2 Trustee Tammen, Vice-Chairperson of the Administration and Finance Committee stated how nice the Christmas tree looks in front of the Machesney Towne Center. She announced a flyer she received for A Night in Bethlehem drive thru light nativity on December 13th.

District #3 Trustee Kidd, Chairman of the Planning and Economic Development Committee presented a gift of a framed picture of Fred Machesney and his airplane.

District #4 Trustee Wilson, Chairman of the Public Improvements and Safety Committee reported on the first Nickel Tuesday 841 perishable food items were received and \$470.00 in cash was raised.

District #5 Trustee Yoe, Vice Chairman of the Public Improvements and Safety Committee had no report this evening.

District #6 Trustee Beck, Vice Chairman of Planning and Economic Development Committee commended everyone who assisted with the Toy Drive.

CONSENT AGENDA* - Mayor Bolin asked if there were items any Trustee would like removed from the Consent Agenda to be considered separately. No items were removed. The Consent Agenda is accepted as presented. Mayor Bolin called for a motion to approve all items under the Consent Agenda. The motion was made by Trustee Wilson and seconded by Trustee Tammen. Motion approved by voice vote.

Ordinance 30-14, Second Amendment to the 251/173 TIF, 2nd Reading. Staff Report: **Village Administrator Tim Savage explained that after review with the Taxing Bodies, the Village went to the state legislature and ask for the TIF extension for an additional twelve years. The legislation was presented at the state level, passed and was signed in late August and now the Village has to make the Plan and Project consistent with the legislation.** Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin)

Ordinance 32-14, Establish a Joint Enterprise Zone Between the City of Loves Park and Village of Machesney Park – Intergovernmental Agreement, 1st Reading - Staff Report: **Village Administrator Tim Savage provided the following explanation: The State of Illinois has expanded the number of Enterprise Zones that can be established in the State in 2015 and is currently soliciting applications to be submitted by December 31, 2014. Further, the Village and the City of Loves Park have begun discussing partnering to submit a joint application for the Enterprise Zone because partnering would increase the odds that both communities could achieve approval of a Zone from the State. Further, he explained the features, benefits and logistics of establishing a combined Enterprise Zone in Machesney Park and Loves Park.** Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin)

Resolution 74-R-14, Authorize Engineering for Alpine Path. Staff Report: Village Engineer Chris Dopkins explained the purpose of the TAP program is to enhance the transportation system by supporting alternate modes of transportation (such as multi use paths), and the Village was successful in obtaining a grant for approximately \$620,000 for the Alpine Path Improvements. It should be noted that the Village was awarded 100% of the available TAP funds. The TAP program will pay 80% of the construction costs, and the remaining 20% of the project costs will be funded by utility tax proceeds. Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin)

18. District #2 Report

19. District #3 Report

20. District #4 Report

21. District #5 Report

22. District #6 Report

23. Consent Agenda*

Ord. 30-14/Sec Amend
To 251/173 TIF/2nd Rdg

Ord 32-14/Enterprise
Zone LP/M/P

Res 74-R-14/Alpine Path

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Resolution 75-R-14, Authorize Engineering for Alpine Road Service Drive. Staff Report: Village Engineer Chris Dopkins explained **Staff Report: Village Engineer Dopkins explained the Village has been awarded a Transportation Alternatives Program (TAP) Grant to construct a new multi-use path along Alpine Road. A Portion of the path will be constructed along the west side of Alpine Road between Roosevelt Road and Nelson Drive along an existing service drive of Alpine Road. The Village had previously pledged to reconstruct this portion of the Service Drive with Utility Tax Proceeds.** Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin)

Res 75-R-14/Alpine Serv Drive

Resolution 76-R-14, Adopt Winnebago County Multi-Hazard Mitigation Plan. Staff Report: **Planning and Zoning Coordinator Carrie Houston explained that the County recently completed and adopted a Multi-Hazard Mitigation Plan Update. Now the communities in the county can adopt the plan as their Multi-Hazard Mitigation Plan as well. She further explained that this Plan is crucial because the adoption of such a plan is required to maintain eligibility for certain disaster assistance. Additionally, federal funding for specific hazard mitigation projects will only be awarded to communities that have identified that specific mitigation strategy in their Plan. Further, Carrie explained that the Village has eagerly been awaiting the completion of this Plan because we are ready to proceed to Phase 4 of our Flood Buyout Program. We cannot work with FEMA to identify homes and costs for this next phase, until the Village adopts this Multi-Hazard Mitigation Plan.** Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin)

Res 76-R-14/Multi Hazard Mitigation Plan

UNFINISHED BUSINESS - None

24. Unfinished Business

NEW BUSINESS: None

25. New Business

PUBLIC COMMENT: None

26. Public Comment

CLOSED SESSION:

27. Closed Session

Mayor Bolin called for a motion to go into Closed Session pursuant to 5 ILCS 120/2 (c) (5), (6) – (5) The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. (6) The setting of a price for sale or lease of property owned by the public body. Trustee Beck made the motion and Trustee Yoe seconded to go into closed session. Motion approved by voice vote.

The Board went into Closed Session at 6:30 p.m. and returned to Open Session at 7:00 p.m. Roll Call was taken.

28. Open Session

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

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Also
Present: Village Clerk Lori Mitchell
Village Attorney Tom Green
Village Administrator Tim Savage

Attorney Green reported that during closed session nothing was voted on and no action was taken.

28. Adjourn

Trustee Tammen moved to adjourn; seconded by Trustee Snodgrass. Motion carried by voice vote. Meeting adjourned at 7:02 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.