

*VILLAGE OF MACHESNEY PARK, ILLINOIS  
HELD IN THE FRANK G. BAUER MUNICIPAL HALL  
Journal of Proceedings ~ Regular Meeting, February 17, 2015*

The meeting was called to order at 6:03 PM by Mayor Jerry Bolin. Pastor David Mumm from Concordia Lutheran Church presented the Invocation, which was followed by the Pledge of Allegiance led by Trustee James Kidd.

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 Attorney Tom Green  
Village Administrator Tim Savage  
HR & Accounting Coordinator Michelle Johannsen  
Community Development Coordinator Lucia Matlock  
Student Liaison Justin Porter  
Public Safety Supervisor, Sergeant Doug Bushman

The Journal of Proceedings for the Regular Board Meeting from February 2, 2015 were approved as amended per typewritten copies submitted by the Clerk on a motion by Trustee Tammen and seconded by Trustee Snodgrass. Motion carried by voice vote.

HR/Accounting Manager Michelle Johannsen reported a total of all funds of \$5,480,766.30. Trustee Beck moved to accept the Treasurer's Report and place it on file for audit; seconded by Trustee Kidd. Motion carried by voice vote.

Clerk Mitchell wished Trustee Kidd a Happy Birthday on behalf of the Village.

She also invited everyone to attend the Loves Park Lions Club Pancake Breakfast on February 28 from 7:00 a.m. until noon held in conjunction with the Parks Chamber Business Expo which is from 8:00 a.m. until noon. These events will be at the Loves Park City Civic Center.

Further, she congratulated Village Attorney Tom Green for being featured in Leading Lawyers Magazine. Much of the recognition featured his role in the acquisition of property and the development of the Route 173 Corridor. The Village is certainly a blessed community by his service to the community and his expert legal advice.

Clerk Mitchell introduced Lori Gummow, Executive Director of Keep Northern Illinois Beautiful for her Annual Update on the recycling program in Northern Illinois. Ms. Gummow stated that mulch from the recycled Christmas trees is available to residents at all of their locations on a first come first serve basis. Further, Ms. Gummow reminded the community of the Annual Winnebago County Clean Up Day on April 25 and invited everyone to help. She also explained they are in the planning process for their medication drive. She provided a flyer to the Village Board that lists recycling programs that Keep Northern Illinois Beautiful provides.

Clerk Mitchell introduced County Board Chairman Scott Christiansen who provided the Village Board with information about the Chicago-Rockford Initiative to fund the MRO Development at the Airport. Chairman Christiansen explained job training programs available at Rock Valley College. He spoke about the County and Village's relationship over the years and the joint enterprises they have been involved in to help the residents and create jobs. He stated Winnebago County would like to continue its partnership with the Village of Machesney Park. He responded to questions posed by the Trustees regarding the initiative.

Trustee Snodgrass presented the warrant in the amount of \$289,647.65 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

**1. Minutes Approved**

**2. Treasurer's Report**

**3. Communications**

**Tom Green in Leading  
Lawyers Magazine**

**Lori Gummow/KNIB**

**Ch. Christiansen**

**4. Warrants/Approved**

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ADMINISTRATIVE REPORTS

Mayor Jerry Bolin reported that the Village had received a thank you from GPS regarding our partnership and contribution of \$500 toward their food pantry. He noted that since 2007, they have held 75 Pantries so far and have provided over 750,000 pounds of food to needy families.

Attorney Tom Green had no report this evening.

Village Administrator Tim Savage had no report this evening.

Community Development Coordinator Lucia Matlock reported about the updates being done to the website to make it more user friendly to residents, visitors and potential businesses looking at the Village.

Village Engineer Chris Dopkins had no report this evening.

Planning and Zoning Coordinator Carrie Houston had no report this evening.

Public Works Superintendent Chad Hunter had no report this evening.

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

Student Liaison Justin Porter reported about Boys Basketball at Harlem High School.

Public Safety Supervisor, Sgt. Doug Bushman reported that for January 30 through February 12, there were 918 total calls for service by the Machesney Park Division of the Sheriff's Department, 307 reports were taken and there were 297 arrests. Of the arrests, 241 were traffic related (including 6 DUI Arrests) and 56 were criminal. There were also 56 parking tickets issued.

COMMITTEE AND TRUSTEE REPORTS

District #1 Trustee Snodgrass, Chairperson of the Administration and Finance Committee reported that the A&F Committee met this evening and recommended approval of warrants one ordinance that is on the consent agenda for first reading for tonight. Further, one resolution will be on the next Board Meeting Agenda.

District #2 Trustee Tammen, Vice-Chairperson of the Administration and Finance Committee had no report this evening.

District #3 Trustee Kidd, Chairman of the Planning and Economic Development Committee thanked the VFW and American Legion for their generosity to the family of Sgt. Ashman who was terminated because of military orders in 2008. He further reported that the Sgt. was successful in his law suit.

District #4 Trustee Wilson, Chairman of the Public Improvements and Safety Committee reported his committee met this evening and approved four resolutions that will be on the March 2 Board Agenda.

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

18. District #2 Report

19. District #3 Report

20. District #4 Report

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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 had no report this evening.

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 Yoe and seconded by Trustee Kidd. Motion approved by voice vote.

Ordinance 16-15, Ordinance for Disposal of Property, First Reading. Staff Report: Village Administrator Tim Savage reported this ordinance is to dispose of a vehicle and some usable parts that will be sold at auction. Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin), 0 nays, and 0 absent

Resolution 04-R-15, Right of Way Vacation, Norsen Avenue. Staff Report: Village Administrator Tim Savage reported that this is Vacation of right of way along Norsen Avenue. Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin), 0 nays, and 0 absent

Resolution 06-R-15, Dental and Life Insurance Coverage. Staff Report: Village Administrator Tim Savage reported that this is Dental and Life Insurance Coverage for Village Staff. Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin), 0 nays, and 0 absent

UNFINISHED BUSINESS - None

NEW BUSINESS: None

PUBLIC COMMENT: None

CLOSED SESSION: Mayor Bolin called for a motion to go into Closed Session citing 5 ILCS 120/2(c)(1), Evaluation of Personnel. Trustee Wilson made the motion and it was seconded by Trustee Kidd. Motion approved on roll call vote. 6 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, and Beck) 0 nays, 0 absent

The Board went into closed session at 6:35 and returned to open session at 6:54 p.m.

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 Attorney Tom Green  
Village Administrator Tim Savage

Attorney Green reported that during closed session no decisions were made and nothing was voted on.

21. District #5 Report

22. District #6 Report

23. Consent Agenda\*

Ord 16-15, Disp of Prop/  
1<sup>st</sup> Rdg/Pass

Res. 04-R-15, ROW/  
Norsen AV/Pass

06-R-15/Dental and Life  
Insurance/Pass

24. Unfinished Business

25. New Business

26. Public Comment

27. Closed Session

28. Open Session

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Trustee Yoe moved to adjourn; seconded by Trustee Tammen. Motion carried by voice vote. Meeting adjourned at 6:50 p.m.

APPROVED:

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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.

29. Adjourn