

VILLAGE OF MACHESNEY PARK, ILLINOIS
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings ~ Regular Meeting, March 16, 2015

The meeting was called to order at 6:00 PM by Mayor Jerry Bolin. Pastor Jared Kemp from North Park Church of Christ 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
Treasurer Steve Johnson
Village Attorney Tom Green
Village Administrator Tim Savage
HR & Accounting Coordinator Michelle Johannsen
Community Development Coordinator Lucia Matlock
Public Works Superintendent Chad Hunter
Planning and Zoning Coordinator Carrie Houston
Student Liaison Justin Porter
Public Safety Supervisor, Sergeant Doug Bushman

The Journal of Proceedings for the Regular Board Meeting from March 2, 2015 and the March 7, 2015 Budget Retreat were approved per typewritten copies submitted by the Clerk on a motion by Trustee Wilson and seconded by Trustee Yoe. Motion carried by voice vote.

Treasurer Steve Johnson reported the total of all funds was \$5,928,603.96. 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 Lori Mitchell congratulated Student Liaison Justin Porter for his acceptance at Southern Illinois University with a full ride scholarship and noted the Village is very proud of his accomplishments.

Further, Clerk Mitchell introduced Michael D. Mastroianni, President of Rock Valley College who spoke to the Board about Rock Valley's Aviation Mechanic Program that can provide students with an Associate's Degree and an FFA Licensure. He reported that this program is a local alternative to Sparten College. He further reported about the impending partnership with AAR that will augment the curriculum, provide upgraded equipment and recruitment assistance. He also reported that there are possible tuition refunds and scholarship assistance. With the AAR partnership, RVC is requested to provide a guarantee of 120 students. Currently, there are 80 interested students for the fall semester and another 40 for next spring. He noted that this is a good balance for the 120 commitment. He reported that the students are guaranteed an interview for positions with starting salaries of \$25-30,000. In addition, if there are no positions available in the immediate area, the graduates can transfer to another facility within the AAR Corporation beginning in August.

Trustee Snodgrass presented the warrant in the amount of \$1,132,328.30 reviewed and recommended for approval earlier this evening by the Administration and Finance Committee and moved for its passage; seconded by Trustee Yoe. Motion approved. On roll call: 6 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe and Beck), 0 nays, 0 absent

ADMINISTRATIVE REPORTS

Mayor Jerry Bolin moved Item D under the Consent Agenda to Unfinished Business.

Mayor Bolin called for a motion to appoint Shane Klinger to the Planning and Zoning Commission beginning April 20 and expiring in September 2015. A reappointment can occur at that time. Mr. Klinger was present and was introduced to the Board. A motion was made by Trustee Yoe and seconded by Trustee Beck. 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

Michael Mastroianni, RVC

4. Warrants/Approved

5. Administrative Reports

6. Mayor's Report

Appoint Shane Klinger

VILLAGE OF MACHESNEY PARK, ILLINOIS
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings ~ Regular Meeting, March 16, 2015

Journal of Proceedings
March 16, 2015
Page Two

Attorney Tom Green had no report this evening.

Village Administrator Tim Savage announced that the official Village newsletter has gone to press and will be received in Machesney Park homes in the near future. He also noted that the Village Voice is available on the Machesney Park website.

Community Development Coordinator Lucia Matlock reported that she attended the International Economic Development Training Conference last week. She said she received a lot of new information and is excited to implement ideas that she gained from the experience. She reported that she was pleased to see that many of the initiatives proposed for websites that are viewed by site selectors, are already being provided on the Village Website.

Village Engineer Chris Dopkins left 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 athletic events that will be occurring during the upcoming week at Harlem High School and invited everyone to attend the Talent Show at the High School on Monday, March 30, at 7pm.

Public Safety Supervisor, Sgt. Doug Bushman reported that for February 27 through March 12, 2015, there were 798 total calls for service by the Machesney Park Division of the Sheriff's Department, 249 reports were taken and there were 209 arrests.

COMMITTEE AND TRUSTEE REPORTS

District #1 Trustee Snodgrass, Chairperson of the Administration and Finance Committee had no report this evening.

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 wished a Happy Birthday to our Village namesake, Fred Machesney. Had he lived, Mr. Machesney would have been 117 years old on March 17.

District #4 Trustee Wilson, Chairman of the Public Improvements and Safety Committee reported that Public Improvements and Safety met this evening and recommended approval of two resolutions that are on tonight's Board Agenda.

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.

- 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
- 21. District #5 Report
- 22. District #6 Report

VILLAGE OF MACHESNEY PARK, ILLINOIS
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings ~ Regular Meeting, March 16, 2015

Journal of Proceedings
March 16, 2015
Page Three

CONSENT AGENDA* - Mayor Bolin asked if there were items any Trustee would like removed from the Consent Agenda to be considered separately. Other than the item Mayor Bolin moved to Unfinished Business, 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 Tammen. Motion approved by roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin), 0 nays, and 0 absent

23. Consent Agenda*

Ordinance 06-15, Amend Chapter 9, Article 9.214(B), Increase the Number of "B" Licenses, Second Reading. Staff Report: Village Administrator Tim Savage reported that this ordinance increases the number of "B" licenses from 13 to 14. Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin), 0 nays, and 0 absent

Ord. 06-15, Amd Ch 9, Art 9.214(B)/2nd Rdg/ Pass

Ordinance 17-15, Budget Amendment, Second Reading. Staff Report: Village Administrator Tim Savage reported that this ordinance amends line items in the Road Fund, the N. 2nd Street TIF Fund and two line items in the General Fund for the FY 2014-15 Budget. Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin), 0 nays, and 0 absent

Ord. 17-15, Budget Amend FY15/2nd Rdg/ Pass

Ordinance 18-15, Authorize Debt Certificates for Roads, Second Reading. Staff Report: Village Administrator Tim Savage reported that this ordinance authorizes Debt Certificates for the Road Fund in the amount of \$3.5M debt certificate, to be placed with JP Morgan Chase at a 1.52% interest rate annually with a maturity in April of 2020. Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin), 0 nays, and 0 absent

Ord. 18-15/Debt Certs Roads/\$3.5M/2nd/Pass

Ordinance 20-15, Post Issuance Recordkeeping and Compliance, Second Reading. Staff Report: Village Administrator Tim Savage reported this is an ordinance establishing policies to sufficiently maintain records and demonstrate compliance after issuance of tax exempt debt obligations. Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin), 0 nays, and 0 absent

Ord.20-15/Post Issuance Recordkeeping& Compl. 2ndRdg/Pass

Ordinance 07-15, VAR Rear Yard Setback, 8418 N 2nd Street, First Reading. Staff Report: Village Administrator Tim Savage reported this is a variance for a rear yard setback to add storage in the rear of the property identified. Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin), 0 nays, and 0 absent

Ord. 07-15/VAR 8418 N. Second St/1st/Pass

Ordinance 08-15, SUP Open Sales Lot, 10208 Smythe Avenue, First Reading. Staff Report: Village Administrator Tim Savage reported this is a Special Use Permit for a Open Auto Sales Lot at Carz R Us. Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin), 0 nays, and 0 absent

Ord. 08-15/SUP 10208 Smythe Ave/1st/Pass

Ordinance 09-15, VAR Side Yard Setback, 12104 Ventura Blvd., First Reading. Staff Report: Village Administrator Tim Savage reported this is a variance in side yard setback for an addition on the back of a home that will make it 5'1" off the lot line instead of six feet. Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin), 0 nays, and 0 absent

Ord 09-15, VAR/12104 Ventura/1st/Pass

VILLAGE OF MACHESNEY PARK, ILLINOIS
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings ~ Regular Meeting, March 16, 2015

Journal of Proceedings
March 16, 2015
Page Four

Ordinance 10-15, Official Zoning Map for First Reading. Staff Report: Village Administrator Tim Savage reported this is the approval of the Village's official Zoning Map for 2015. Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin), 0 nays, and 0 absent

Ord. 10-15, Official Zoning Map/1st/Pass

Ordinance 12-15, Text Amendment Commercial Freestanding Sign Height, First Reading. Staff Report: Village Administrator Tim Savage reported this is an ordinance amending the Village's Zoning Code to provide that the height of Commercial Freestanding Signs is measured from the adjacent grade or curb height, whichever is higher. Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin), 0 nays, and 0 absent

Ord. 12-15, Text Amd. Comm. Freestanding Sign Height/1st/Pass

Resolution 07-R-15, Class "B" License, Meijer Store. Staff Report: Village Administrator Tim Savage explained this resolution authorizes a Class "B" Liquor License for the new Meijer Store located at 1770 West Lane Road. Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin), 0 nays, and 0 absent

Res. 07-R-15/B Lic/Meijer Store/Pass

Resolution 08-R-15, Class "B" License, Meijer Gas Station. Staff Report: Village Administrator Tim Savage explained this resolution authorizes a Class "B" Liquor License for the new Meijer Gas Station located at 1774 West Lane Road. Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin), 0 nays, and 0 absent

Res. 08-R-15/B Lic/Meijer Gas Station/Pass

Resolution 14-R-15, Vacation of Easement for Queen Oaks Drive. Staff Report: Village Administrator Tim Savage explained this is the vacation of a portion of a storm sewer easement for Lot #41 on the Queen Oaks extension. Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin), 0 nays, and 0 absent

Res. 14-R-15, Vac of Easement for QO/Pass

Resolution 16-R-15, Phone and Internet Service Contracts. Staff Report: Village Administrator Tim Savage explained this resolution enables the Village Administrator to enter into service agreements for phone service with IP Communications for a 24-month internet phone service and a T1 line through iFiber with the Winnebago County Department of Information Technology. Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin), 0 nays, and 0 absent

Res. 16-R-15, Phone and Internet Serv. Contracts/Pass

Resolution 22-R-15, Award Leland Water Main Adjustments. Staff Report: Village Administrator Tim Savage explained this resolution authorizes the contract award to N-Trak Group which was the lowest responsive, responsible bidder for the Leland Water Main and Valve Improvements at \$117,386. Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin), 0 nays, and 0 absent

Res.22-R-15/Award Leland Water Main Adj/Pass

Resolution 23-R-15, Award Stone's Landing Boat Ramp Bid. Staff Report: Village Administrator Tim Savage explained this resolution authorizes the contract award to Stenstrom Excavation and Blacktop Group which was the lowest responsive, responsible bidder for the construction of the Stone's Landing Improvements at \$398,956. Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin), 0 nays, and 0 absent

Res. 23-R-15/Award Stone's Landing Boat Ramp/Pass

VILLAGE OF MACHESNEY PARK, ILLINOIS
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings ~ Regular Meeting, March 16, 2015

Journal of Proceedings
March 16, 2015
Page Five

UNFINISHED BUSINESS

Mayor Bolin called for a motion to approve Ordinance 19-15, Authorize Promissory Note for JCPenney Property, Second Reading. Motion was made by Tom Yoe and seconded by Kate Tammen to approve Ordinance 19-15. Staff Report: Village Administrator Tim Savage reported this ordinance authorizes a promissory note in the amount of \$900,000 for the purchase of the JCPenney property. The note will be placed with Illinois Bank and Trust at an interest rate of 2.2% spread over a ten-year term and there is no penalty for prepayment. Motion approved on roll call vote. 5 ayes (Trustees Snodgrass, Tammen, Yoe, Beck and Mayor Bolin), 2 nays (Trustees Kidd and Wilson), and 0 absent

Mayor Bolin called for a motion to approve Ordinance 05-15, Amend Chapter 9, Article 9.114, Remove Reference to Sunday Hours, Second Reading. The motion was made by Trustee Wilson and seconded by Trustee Kidd. Staff Report: Village Administrator Tim Savage reported this ordinance will remove the reference to Sunday hours in the Code. Motion approved on roll call vote. 5 ayes (Trustees Tammen, Kidd, Wilson, Yoe, and Mayor Bolin), 2 nays (Trustees Snodgrass and Beck), and 0 absent

NEW BUSINESS:

Mayor Bolin called for a motion to approve Resolution 17-R-15, Urge Governor and General Assembly to Protect Full Funding of LGDF Fund Revenue. The motion was made by Trustee Yoe and seconded by Trustee Beck. Staff Report: Village Administrator Tim Savage explained this is a resolution encouraging the Governor to reconsider the percentage of cuts which were proposed for the Local Government Distributive Fund monies. Mr. Savage paraphrased the contents of the resolution. Discussion: There was discussion about being mindful about debt in general. Motion approved on roll call vote. 7 ayes (Trustees Snodgrass, Tammen, Kidd, Wilson, Yoe, Beck and Mayor Bolin), 0 nays, and 0 absent

PUBLIC COMMENT:

CLOSED SESSION: Mayor Bolin called for a motion to go into Closed Session citing 5 ILCS 120/2(c)(1), Evaluation of Personnel and 5 ILCS 120/2(c)(5), Acquisition of Real Property. Trustee Wilson made the motion and it was seconded by Trustee Tammen. Motion approved on voice vote.

The Board went into closed session at 6:30 p.m. and returned to open session at 7:24 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
HR & Accounting Manager Michelle Johannsen

24. Unfinished Business

25. Ord. 19-15/Authorize Prom. Note for JCPenney/ 2nd/ Pass

26. Ord. 05-15/Amend Ch 9, Article 9.114/Remove Ref to Sunday Hours/2nd/Pass

27. New Business

28. Ord. 05-15/Amd Ch 9 Sunday Hrs/1st/Pass

29. Public Comment

30. Closed Session

30. Open Session

VILLAGE OF MACHESNEY PARK, ILLINOIS
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings ~ Regular Meeting, March 16, 2015

Journal of Proceedings
March 16, 2015
Page Six

Attorney Green reported that during closed session no decisions were made and nothing was voted on except for the approval of closed session minutes.

Trustee Beck moved to adjourn; seconded by Trustee Tammen. Motion carried by voice vote. Meeting adjourned at 7:26 p.m.

31. Adjourn

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.