

VILLAGE OF MACHESNEY PARK, ILLINOIS
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings ~ Regular Meeting, May 4, 2015

The meeting was called to order at 6:00 PM by Mayor Jerry Bolin. Colonel Thomas Lewis from the Salvation Army presented the invocation, which was followed by the Pledge of Allegiance led by Village Trustee Erick Beck.

Clerk Lori Mitchell administered the Oaths of Office to Trustee District #2, Steve Johnson, Trustee District 5, Terri Bailey and Trustee District #6, Erick Beck.

Present: Mayor Jerry Bolin, Trustees Robbin Snodgrass, Steve Johnson, James Kidd, Aaron Wilson, Terri Bailey 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
Village Engineer Chris Dopkins
Student Liaison Justin Porter
Public Safety Supervisor, Sergeant Doug Bushman

The Journal of Proceedings for the Regular Board Meeting from April 20, 2015 were approved per typewritten copies submitted by the Clerk on a motion by Trustee Kidd and seconded by Trustee Snodgrass. Motion carried by voice vote.

HR and Accounting Manager Michelle Johannsen gave the Treasurer's Report, reporting the Village received \$21,657.06 in Motor Fuel Tax Funds, \$232,569.20 in Build Machesney Road Funds, showing a total of all funds to be \$10,036,188.19. Trustee Beck moved to accept the Treasurer's Report and place it on file for audit; seconded by Trustee Snodgrass. Motion carried by voice vote.

Village Clerk Lori Mitchell congratulated the newly elected officials, saying the Village looks forward to your dedicated service.

Further, she reported that due to intense study for his AP Calculus Final by our Student Liaison Justin Porter, she was presenting the Student Liaison Report during Communications this evening.

Proclamations presented during Communication:

Trustee Robbin Snodgrass read and Mayor Bolin presented a proclamation to Salvation Army Colonel Thomas Lewis in recognition of Salvation Army Month.

In addition, Trustee Wilson read and Mayor Bolin presented a proclamation to Village Clerk Lori Mitchell in recognition of Municipal Clerks Week.

Trustee Snodgrass presented the warrant in the amount of \$497,643.27 reviewed and recommended for approval earlier this evening by the Administration and Finance Committee and moved for its passage; seconded by Trustee Beck. Motion approved. On roll call: 6 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, Bailey and Beck), 0 nays, 0 absent

ADMINISTRATIVE REPORTS

Mayor Jerry Bolin noted that at the last Board Meeting, he placed the name of Tom Yoe in nomination for appointment to a two-year unexpired term as Treasurer. He called for a motion to approve this nomination. The motion was made by Trustee Wilson and seconded by Trustee Beck. Discussion: Trustee Johnson voiced his support for Tom Yoe as Treasurer. Motion approved. On roll call: 7 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, Bailey and Beck and Mayor Bolin), 0 nays, 0 absent -- Clerk Mitchell administered the Oath of Office to Treasurer Tom Yoe.

1. Minutes Approved

2. Treasurer's Report

3. Communications
Welcome New Officials

Student Liaison

Salvation Army Month

Municipal Clerks Week

4. Warrants/Approved

5. Administrative Reports

6. Mayor's Report

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Mayor Bolin announced his appointments to committees. They are as follows:

Administration and Finance: Erick Beck, Chairman; Steve Johnson, Vice Chairman; Aaron Wilson; Frank Vitelli; Ed VanVleet; and Michael Simons with Michelle Johannsen, Advisor

Public Improvements and Safety: Robbin Snodgrass, Chairman; Terri Bailey, Vice Chairman; James Kidd; Jerry James; Renee' Martin; and Peter Vitale

Planning and Economic Development – Aaron Wilson, Chairman; James Kidd, Vice Chairman; Robbin Snodgrass; Ike Trickie; Pete Beggs; Jeanne Bailey

Liquor Commission – Mayor Bolin, Liquor Commissioner; Aaron Wilson; Terri Bailey; Erick Beck; and Ike Trickie

Revolving Loan Fund Subcommittee – James Kidd, Chairman; Todd Larson; Patrick Morrow; Allen Godin; and Michelle Johannsen, Advisor

Planning and Zoning Commission – Jim Hankins, Chairman; John Valenta, Vice Chairman; Jay Alms, Secretary; David Harmon; Greg Scalise; Mike Meier and Shane Klinger

Mayor Bolin addressed the Board and Community regarding the implementation of the Utility Tax under the administration of Tom Strickland. He noted that Ordinance 04-13 was approved by a vote of 4 ayes and 3 nays, imposing a Municipal Utility Tax on electricity and gas. Beginning with the first bill issued on or after March 1, 2013 through December 31, 2019, 55% of the proceeds collected would be used to maintain the existing Village roads and related infrastructure.

He further stated that he, as a Trustee in District 1 at that time, voted nay (or no) to the Utility Tax. He stated the reasons why he voted no to the Utility Tax which included that he felt it should have been presented to the residents in the form of an advisory referendum before going to the Board for a vote. He noted that during his first eight months in office as Village President, the Utility Tax issue was addressed through the Village Newsletter, the Village Website and through the news media. He reported he asked residents to contact their Trustees to provide input. In February 2014, he brought the Utility Tax back to the Board to approve an advisory referendum to be placed on the November 2014 ballot. A motion was made to approve this action, but did not receive a second, thus the motion failed.

Further, he stated that he feels the Utility Tax is a necessity to keep our Village roads and infrastructure improvements moving at a pace to overcome the prior years of insufficient maintenance of our roads. He further stated that he feels the residents should have input about the Utility Tax. He said with a new Board in place, he is bringing this subject back to the Board for further action. At the May 18 Board Meeting he noted that he will bring a resolution directing the Winnebago County Clerk to place an advisory referendum on the March 15, 2016 Ballot to keep or cancel a Utility Tax in the Village of Machesney Park with 100% proceeds collected from the Utility Tax be used to maintain the existing Village roads and related infrastructure.

Attorney Tom Green had no report this evening.

Village Administrator Tim Savage had no report this evening.

Community Development Coordinator Lucia Matlock had no report this evening.

Village Engineer Chris Dopkins reported on upcoming road projects.

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

Public Works Superintendent Chad Hunter had no report this evening.

Committee Assignments

Utility Tax

7. Attorney's Report

8. Village Administrator

9. Comm. Dev. Coordinator

10. Village Engineer

11. P/Z Coordinator

12. Public Works Supt.

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

Student Liaison Justin Porter left his report with the Clerk this evening.

Public Safety Supervisor, Sgt. Doug Bushman reported that for April 17 through April 30, 2015, there were 771 total calls for service by the Machesney Park Division of the Sheriff's Department, 187 reports were taken and there were 230 arrests.

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 this evening's warrant along with Resolution 38-R-15, Declaration of TIF Surplus, which will be presented at the May 18 Board Meeting. Further, she welcomed the new Trustees and new Treasurer and reported she looked forward to working with them.

District #2 Trustee Johnson, thanked the community for its vote of confidence and noted that he will work to serve the community.

District #3 Trustee Kidd, Chairman of the Planning and Economic Development Committee reported that Planning and Economic Development Committee met this evening and recommended Ordinance 13-15, Text Amendment, R3 and R4 Design Standards which will go to the May 18 Board Meeting for first reading. He also reported several people had called him regarding Tom Yoe's appointment and he encouraged the Village to consider a special election for this appointment.

District #4 Trustee Wilson, Chairman of the Public Improvements and Safety Committee thanked those individuals who supported the Special Olympics last weekend. Further he reported he worked with the Ski Broncs event recently. Further, he congratulated the Salvation Army for its support during the recent devastation in our neighboring communities to the south.

District #5 Trustee Bailey, thanked the residents for electing her and looks forward to helping them continue the legacy of Machesney Park.

District #6 Trustee Beck, Vice Chairman of Planning and Economic Development Committee also thanked the residents for their support and staff for their well-wishes during this surgery.

CONSENT AGENDA* - Mayor Bolin asked if there were items any Trustee would like removed from the Consent Agenda to be considered separately. There were no items to be considered separately. The Consent Agenda was accepted as presented. Mayor Bolin called for a motion to approve all items under the Consent Agenda. The motion was made by Trustee Beck and seconded by Trustee Snodgrass. Motion approved by roll call vote. 7 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, Bailey, Beck and Mayor Bolin), 0 nays, and 0 absent

Ordinance 11-15, Text Amendment, Abandoned Signs, 2nd Reading. Staff Report: *Village Administrator Tim Savage reported that this text amendment will further regulate abandoned signs and unused commercial signs.* Motion approved by roll call vote. 7 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, Bailey, Beck and Mayor Bolin), 0 nays, and 0 absent

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

23. Consent Agenda*

Ord 11-15, Text Amend
Abandoned Signs/2nd
Rdg/ Pass

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Ordinance 14-15, Zoning Map Amendment R3 to R1 in Hawks View Subdivision, 2nd Reading. Staff Report: *Village Administrator Tim Savage reported that this is for re-zoning of numerous parcels identified in the ordinance from R3 to R1 in the Hawks View Subdivision.* Motion approved by roll call vote. 7 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, Bailey, Beck and Mayor Bolin), 0 nays, and 0 absent

Ord. 14-15, Zoning Map
Amd R3 to R1/2nd
Rdg/Pass

Ordinance 15-15, Zoning Map Amendment R2 to R1 in Timberlyne Hollow Subdivision, 2nd Reading. Staff Report: *Village Administrator Tim Savage reported that this is an ordinance re-zoning several parcels in Timberlyne Hollow Subdivision from R2 to R1.* Motion approved by roll call vote. 7 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, Bailey, Beck and Mayor Bolin), 0 nays, and 0 absent

Ord. 15-15, ZMA R2 to
R1/2nd Rdg/Pass

Ordinance 21-15, an Ordinance granting a variance in front yard setback from 30 feet to 2 feet in a single family residential (R1) District for the property at 10912 Ventura Blvd., 2nd Reading. Staff Report: *Village Administrator Tim Savage reported this is a variance to the front yard setback from 30 feet to 2 feet at 10912 Ventura Blvd.* Motion approved by roll call vote. 7 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, Bailey, Beck and Mayor Bolin), 0 nays, and 0 absent

Ord 21-15, Var 10912
Vent/2nd Rdg/Pass

Ordinance 22-15, an Ordinance amending Chapter 14 of the Village Code regarding inoperable and unregistered trailers, 2nd Reading. Staff Report: *Village Administrator Tim Savage reported that this is an amendment to Chapter 14 of the Village Code to further regulate inoperable and unlicensed trailers.* Motion approved by roll call vote. 7 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, Bailey, Beck and Mayor Bolin), 0 nays, and 0 absent

Ord 22-15/Amd Ch 14/
2nd Rdg/Pass

Resolution 36-R-15, Authorization to Bid Alpine Service Road. Staff Report: *Village Administrator Tim Savage explained this resolution is to authorize the Village Engineer publically bid the reconstruction of the Alpine Road Service Drive.* Motion approved by roll call vote. 7 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, Bailey, Beck and Mayor Bolin), 0 nays, and 0 absent

Res. 36-R-15/Bid Alpine/
Pass

UNFINISHED BUSINESS: None

24. Unfinished Business

NEW BUSINESS: None

25. New Business

PUBLIC COMMENT: None

26. Public Comment

CLOSED SESSION: None

27. Closed Session

Trustee Kidd moved to adjourn; seconded by Trustee Snodgrass. Motion carried by voice vote. Meeting adjourned at 6:33 p.m.

28. Adjourn

APPROVED:

Lori J. Mitchell, MMC
Village Clerk

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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.