

**VILLAGE OF MACHESNEY PARK, ILLINOIS**  
**HELD IN THE FRANK G. BAUER MUNICIPAL HALL**  
*Journal of Proceedings ~ Regular Meeting, June 15, 2015*

The meeting was called to order at 6:00 PM by Mayor Jerry Bolin. Pastor Jason Mach from North Park Covenant presented the invocation, which was followed by the Pledge of Allegiance led by Village Trustee Aaron Wilson. Mayor Bolin welcomed Winnebago County Sheriff Gary Caruana, Chief Deputy Mark Karner, Deputy Chief Scott Meyers, Sgt. Tom Brimhall, Sgt. Nick Cunningham and Deputies Baylor and Morrison who were given Community Service Awards later in the meeting.

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 Tom Yoe  
Village Attorney Tom Green  
Village Administrator Tim Savage  
Community Development Coordinator Lucia Matlock  
Village Engineer Chris Dopkins  
Public Works Superintendent Chad Hunter  
Planning and Zoning Coordinator Carrie Houston  
Public Safety Supervisor Sergeant Doug Bushman

The Journal of Proceedings for the Regular Board Meeting from June 1, 2015 were approved per typewritten copies submitted by the Clerk on a motion by Trustee Kidd and seconded by Trustee Beck. Motion carried by voice vote.

Treasurer Tom Yoe gave the Treasurer's Report, reporting the Village received \$51,316.22 in Motor Fuel Tax Funds, and shows a total of all funds as of June 8, 2015 to be \$10,090,808.51. Trustee Kidd moved to accept the Treasurer's Report and place it on file for audit; seconded by Trustee Wilson. Motion carried by voice vote.

Village Clerk Lori Mitchell announced the winners of the June 2015 Yards of Distinction Program. They are:

District #1 – The Jankovic Residence, 7774 Hawksview Drive  
District #2 – The Bakkelund Residence, 10064 Penny Lane  
District #3 – The Hough Residence, 8434 Woodbridge Drive  
District #4 – The Gresty Residence, 8414 North Alpine Road  
District #5 – The Bell Residence, 8431 Colchester Drive  
District #6 – The Merrimon Residence, 831 Drexel Blvd.  
Business – Hennig, Inc., 9900 N. Alpine Road

Clerk Lori Mitchell Introduced Winnebago County Sheriff Gary Caruana, who along with Mayor Bolin, presented Community Service Awards to Deputies Andrew Baylor and Tom Morrison who recently risked their own lives and safety in order to save the life of a resident who jumped from the Bauer Bridge into the Rock River. Additional officers were also recognized that were assisting with a boat that evening.

Trustee Beck presented the warrants in the amount of \$1,189,665.96 reviewed and recommended for approval earlier this evening by the Administration and Finance Committee and moved for its passage; seconded by Trustee Wilson. Motion approved. On roll call: 6 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, Bailey and Beck), 0 nays, 0 absent

#### ADMINISTRATIVE REPORTS

Mayor Jerry Bolin reported that our Ambassador of Inspiration, Samantha Roberson, had surgery to amputate one of her legs above the knee and is making a miraculous recovery. He is looking forward to having her present at a Board Meeting in the future.

Mayor Bolin also reported about last weekend's Memorial Walk for Drug Overdose Awareness and commended the organizers of this event. He also read a thank you which the Village received from the Young at Heart Committee, thanking us for our support of this community event.

1. Minutes Approved

2. Treasurer's Report

3. Communications

Yards of Distinction

Community Serv. Awards

4. Warrants/Approved

5. Administrative Reports

6. Mayor's Report

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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 provided a construction update for the projects in the Village, noting that with all the rain recently, projects are behind schedule.

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 left no report this evening.

Public Safety Supervisor, Sgt. Doug Bushman reported that for May 29<sup>th</sup> through June 11<sup>th</sup>, there were 853 total calls for service by the Machesney Park Division of the Sheriff's Department, 285 reports were taken and there were 215 arrests.

#### COMMITTEE AND TRUSTEE REPORTS

District #1 Trustee Snodgrass, Public Improvements and Safety Chairperson had no report this evening.

District #2 Trustee Johnson, Administration and Finance Vice Chairman, had no report this evening.

District #3 Trustee Kidd, Planning and Economic Development Vice Chairman, had no report this evening.

District #4 Trustee Wilson, Planning and Economic Development Chairman, thanked Engineer Dopkins and staff for hosting the meeting involving the Copper, Emerald and Ruby construction. It was very informative and well done. Further, he noted that our former Student Liaison Abraham Herrera was home last week for a short time prior to returning to New Hampshire and working in a US Senate office this summer. He had a very successful first year at Dartmouth.

District #5 Trustee Bailey, Public Improvements and Safety, Vice Chairperson had no report this evening.

District #6 Trustee Beck, Administrative and Finance Chairman 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. 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 Wilson. Motion approved by roll call vote. 7 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, Bailey, Beck and Mayor Bolin), 0 nays, and 0 absent

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. 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\*

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Ordinance 28-15, Property Acquisition for Public Right of Way, 9720 Orlando, 2<sup>nd</sup> Reading. Village Administrator Tim Savage explained this ordinance is to purchase a small section of property at Orlando and Tampa to be used for right of way. Motion approved by roll call vote. 7 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, Bailey, Beck and Mayor Bolin), 0 nays, and 0 absent

Ordinance 30-15, Prevailing Wage Ordinance 2<sup>nd</sup> Reading. Village Administrator Tim Savage explained this ordinance identifies the prevailing rate of wages as identified by the State of Illinois. Motion approved by roll call vote. 7 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, Bailey, Beck and Mayor Bolin), 0 nays, and 0 absent

UNFINISHED BUSINESS: None

NEW BUSINESS:

Mayor Bolin called for a motion to approve Ordinance 31-15, Amend Chapter 9 to Decrease the Number of Class "B" Licenses, 1<sup>st</sup> Reading. Motion was made by Trustee Wilson and seconded by Trustee Johnson. **Staff Report: Planning and Zoning Coordinator Carrie Houston summarized the process that led to this ordinance and reported that staff feels that there should not be more licenses available per Code than what have actually been issued.** Motion approved by roll call vote. 7 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, Bailey, and Mayor Bolin), 0 nays, and 0 absent

Mayor Bolin called for a motion to Fund Harlem School District #122 Best Buddies Program for \$1,000. Motion was made by Trustee Wilson and seconded by Trustee Beck. **Staff Report: Village Administrator Tim Savage explained this proposal was presented by representatives of the School District in an effort to foster a better relationship between students and disadvantaged students in the School District. This program was explained in Michelle Johannsen's previous memo to the Board. The Village has learned that the City of Loves Park has agreed to contribute \$1,000 toward the program. This motion would match that contribution. The monies would come from the General Fund and there would be no further contributions going forward.** Motion approved by roll call vote: 6 ayes (Trustees Snodgrass, Johnson, Wilson, Bailey, Beck and Mayor Bolin), 1 nay (Trustee Kidd), and 0 absent

Mayor Bolin called for a motion to approve Ordinance 26-15, Granting a Special Use Permit for 10253 N. Second Street (Menards), 1<sup>st</sup> Reading. Motion was made by Trustee Wilson and seconded by Trustee Snodgrass. **Staff Report: Planning and Zoning Coordinator Carrie Houston explained this ordinance is for a special use permit for Menards to use their old store location for warehousing some of their inventory. They have been using this location for warehousing for the last eight months. Warehousing is not a permitted use in the Commercial Zoning District, thus the SUP. Staff and the Planning and Zoning Commission recommend approval with the conditions identified in the Ordinance.** Motion approved by roll call vote: 5 ayes (Trustees Snodgrass, Johnson, Bailey, Beck and Mayor Bolin), 2 nays (Trustees Kidd and Wilson), and 0 absent

PUBLIC COMMENT: None

Ordinance 28-15/ Acquisition of ROW/2<sup>nd</sup> Rdg/Pass

Ordinance 30-15/ Prev Wage 2<sup>nd</sup> Rdg/Pass

24. Unfinished Business

25. New Business

26. Res 31-R-15/BB Lq Lc/ 8289 Burden Rd/Pass

27. Best Buddies/Pass

28. Ord. 26-15/SUP/ Menards/1<sup>st</sup> Rdg/Pass

29. Public Comment

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CLOSED SESSION: Mayor Bolin called for a motion to go into Closed Session citing 5 ILCS 120/2.06(d), Review Closed Session Minutes. Trustee Wilson made the motion and it was seconded by Trustee Kidd. Motion approved on voice vote.

The Board went into closed session at 6:26 and returned to open session at 6:35 p.m.

Present: Mayor Jerry Bolin, Trustees Robbin Snodgrass, Steve Johnson, James Kidd, Aaron Wilson, Terri Bailey 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.

Mayor Bolin called for a motion to approve Resolution 45-R-15, Release Closed Session Minutes. Motion was made by Trustee Kidd and seconded by Trustee Wilson. Staff Report: Village Clerk Lori Mitchell noted the resolution included in the packet had an error in Item #3 and should be amended to read "January 20, 2015" instead of "February 2, 2015." Trustee Kidd made a motion to amend the resolution to read January 20, 2015; seconded by Trustee Snodgrass. Motion to amend was approved by roll call vote: 6 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, Bailey and Beck). Motion to approve resolution as amended was approved by roll call vote: 7 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, Bailey, and Mayor Bolin), 0 nays, and 0 absent

**Trustee Kidd moved to adjourn;** seconded by Trustee Johnson. Motion carried by voice vote. Meeting adjourned at 6:40 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.

30. Closed Session

31. Open Session

32. Roll Call

No Vote During Closed Session

33. Res. 45-R-15/Release Closed Sess Min/Pass

34. Adjourn