

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

The meeting was called to order at 6:07 PM by Mayor Jerry Bolin. Clerk Lori Mitchell presented the Invocation, which was followed by the Pledge of Allegiance led by Trustee Erick Beck.

Present: Mayor Jerry Bolin, Trustees Robbin Snodgrass, Steve Johnson, James Kidd, Terri Bailey and Erick Beck

Absent: Trustee Aaron Wilson

Also Present: Village Clerk Lori Mitchell
Treasurer Tom Yoe
Village Attorney Tom Green
Village Administrator Tim Savage
Community Development Coordinator Lucia Matlock
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 August 3, 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.

Treasurer Tom Yoe gave the Treasurer's Report, reporting the total of all funds to be \$9,183,836.40. 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.

Village Clerk Lori Mitchell announced the winners of the Yards of Distinction for August. They are:

- District #1 - The Kuhnen Residence, 103 Osprey Ridge
- District #2 - The Maring Residence, 12021 Ventura Blvd.,
- District #3 - The Parker Residence, 1602 Gladys Drive
- District #4 - The Hoff Residence, 9920 Shore Drive
- District #5 - The Burbach Residence, 8520 Elm Avenue
- District #6 - The Singer Residence, 915 Evans Avenue

Gunnel Stewart, a resident who lives on Scott Lane, addressed the Board requesting the Trustees to vote in opposition to Ordinance 40-15.

Trustee Beck presented the warrants in the amount of \$1,532,080.94 reviewed and recommended for approval earlier this evening by the Administration and Finance Committee and moved for its passage; seconded by Trustee Johnson. Motion approved. On roll call: 5 ayes (Trustees Snodgrass, Johnson, Kidd, Bailey and Beck), 0 nays, 1 absent (Trustee Wilson)

ADMINISTRATIVE REPORTS

Mayor Jerry Bolin had no report this evening.

Attorney Tom Green had no report this evening.

Village Administrator Tim Savage had no report this evening.

Community Development Coordinator Lucia Matlock reported regarding the success of the Village and City of Loves Park application for an Enterprise Zone. She noted that she will be attending a conference in October to receive information regarding the administration of the Enterprise Zone.

Village Engineer Chris Dopkins reported regarding the construction projects in the Village.

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

1. Minutes Approved

2. Treasurer's Report

3. Communications
Yards of Distinction

Gunnel Stewart

4. Warrants/Approved

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

Journal of Proceedings
August 17, 2015
Page Two

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 July 31 through August 13, there were 757 total calls for service by the Machesney Park Division of the Sheriff's Department, 253 reports were taken and there were 265 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, reported that recently there was a theft at Bergner's and he thanked Officer Seipts for his professional manner in which he handled the arrest during this event. Further, he reported that he has had good reports about Northern Illinois Services and their conscientiousness of students and buses during the construction.

District #4 Trustee Wilson, Planning and Economic Development Chairman, left no report this evening.

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

District #6 Trustee Beck, Administrative and Finance Chairman, reported that the A&F Committee met this evening and recommended approval of one resolution that will be on the September 8 Board Agenda.

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 Johnson. Discussion: Tr. Johnson thanked Treasurer Tom Yoe and Accounting Manager Michelle Johannsen for their work on the Investment Policy. After the staff report on all items, the motion was approved by roll call vote. 6 ayes (Trustees Snodgrass, Johnson, Kidd, Bailey, Beck and Mayor Bolin), 0 nays, and 1 absent (Trustee Wilson)

Ordinance 32-15, Zoning Map Amendment R2 to R1, North Shore Estates, 1st Reading. Staff Report: Village Administrator Tim Savage explained this ordinance will rezone Two-Family and Multi-Family lots to the Single-Family Residential District, because they have been developed with single-family homes. The motion was approved by roll call vote. 6 ayes (Trustees Snodgrass, Johnson, Kidd, Bailey, Beck and Mayor Bolin), 0 nays, and 1 absent (Trustee Wilson)

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*

Ordinance 32-15/ZMA/
R2 to R1/1st Rdg/Pass

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

Journal of Proceedings
August 17, 2015
Pate Three

Ordinance 33-15, Zoning Map Amendment R3 to R1, North Shore Estates, Forest Creek and Forest Hills Farms 1st Reading. Staff Report: Village Administrator Tim Savage explained this ordinance will rezone Two-Family and Multi-Family lots to the Single-Family Residential District, because they have been developed with single-family homes. The motion was approved by roll call vote. 6 ayes (Trustees Snodgrass, Johnson, Kidd, Bailey, Beck and Mayor Bolin), 0 nays, and 1 absent (Trustee Wilson)

Ordinance 33-15/ZMA/
R3 to R1/1st Rdg/Pass

Ordinance 36-15, Special Use Permit for Outdoor Storage, HMC Products, 7165 Greenlee Drive, 1st Reading. Staff Report: Village Administrator Tim Savage explained this ordinance will permit outdoor storage for bulk oxygen and nitrogen for their manufacturing process. Because of new OSHA regulations, their oxygen and nitrogen tanks must be stored outdoors now, so they need this Special Use Permit for outdoor storage. The motion was approved by roll call vote. 6 ayes (Trustees Snodgrass, Johnson, Kidd, Bailey, Beck and Mayor Bolin), 0 nays, and 1 absent (Trustee Wilson)

Ordinance 36-15/SUP/
HMC Products/1st Rdg/Pass

Ordinance 38-15, Text Amendment, Medical Uses in Commercial Zoning, 1st Reading. Staff Report: Village Administrator Tim Savage explained that this text amendment is proposed to make medical and dental clinics a permitted use in Commercial Zoning. There are clinics like this in the Village's commercial corridors now, with no negative impacts. This code change would keep hospitals and other inpatient medical facilities needing a Special Use Permit, and methadone and needle exchange clinics, as well. The motion was approved by roll call vote. 6 ayes (Trustees Snodgrass, Johnson, Kidd, Bailey, Beck and Mayor Bolin), 0 nays, and 1 absent (Trustee Wilson)

Ordinance 38-15/Text Amd/
Medical Uses/1st Rdg/Pass

Resolution 51-R-15, Authorize the Purchase of Squad Cars. Staff Report: Village Administrator Tim Savage explained that this resolution is for two replacement squad cars at a cost of \$60,000. The quote received from Landmark Ford would provide the cars for \$50,446 with additional items purchased separately from Fleet Safety Supply at a cost of \$3,320, so the purchase will be within budget. The cars will replace the final two Crown Victoria's in the fleet which currently have 110,500 and 108,000 miles on them. The motion was approved by roll call vote. 6 ayes (Trustees Snodgrass, Johnson, Kidd, Bailey, Beck and Mayor Bolin), 0 nays, and 1 absent (Trustee Wilson)

Res 51-R-15/Purc Squad
Cars/Pass

Resolution 53-R-15, Adopt Investment Policy. Staff Report: Village Administrator Tim Savage explained that this resolution reported that in coordination with the goal over the last several years of updating or creating certain Village policies (personnel policies manual, mobile device policy, credit card policy, mailbox reimbursement, etc.), the investment policy was identified as needing some revisions as well. During the process, he and the administration reviewed the Finance section of the IL Statute 30 ILCS 235 Public Funds Investment Act, obtained samples of other municipal policies, and used various resources of the GFOA (Government Finance Officers Association) including the GFOA's sample investment policy and best practices for creating an investment policy, diversifying an investment portfolio, and collateralizing public deposits. The motion was approved by roll call vote. 6 ayes (Trustees Snodgrass, Johnson, Kidd, Bailey, Beck and Mayor Bolin), 0 nays, and 1 absent (Trustee Wilson)

Res 53-R-15/Adopt Invest
Policy/Pass

Resolution 54-R-15, Declaration of Intent Willow Creek South - Curtis Metals. Staff Report: Village Administrator Tim Savage explained that this resolution is the intent resolution related to the expansion of the Willow Creek South TIF. The proposal is to add one parcel that Curtis Metal Finishing is located on, to the TIF. Curtis would like TIF assistance through an eventual RDA to essentially double the size of their current facility and add jobs. He further explained that the Village is not committing any funds. Any agreement would come back and need to be approved by the Board. The motion was approved by roll call vote. 6 ayes (Trustees Snodgrass, Johnson, Kidd, Bailey, Beck and Mayor Bolin), 0 nays, and 1 absent (Trustee Wilson)

Res 54-R-15/Dec of Intent/
Curtis Metals/Pass

Journal of Proceedings
August 17, 2015
Page Four

Resolution 55-R-15, Declaration of Intent Northeast Perryville – Rt. 173 Redevelopment. Staff Report: Village Administrator Tim Savage explained that this resolution is the intent resolution for a proposed new TIF located at the NE corner of Perryville and West Lane Road. The site is subject to chronic flooding that will require realignment with the creek and accommodate storm waters that is estimated to cost approximately \$2 million. The area of the TIF is proposed to cover only the outlots at the front of an eventual "big box" retailer. The motion was approved by roll call vote. 6 ayes (Trustees Snodgrass, Johnson, Kidd, Bailey, Beck and Mayor Bolin), 0 nays, and 1 absent (Trustee Wilson)

UNFINISHED BUSINESS: None

NEW BUSINESS:

Mayor Bolin called for a motion to approve Ordinance 40-15, Class BB Liquor License, 7912 Scott Lane and Increase # of BB Licenses, 1st Reading. Motion was made by Trustee Kidd. There was no second for this motion. Ordinance 40-15 failed due to lack of second.

PUBLIC COMMENT: None

CLOSED SESSION: None

Trustee Kidd moved to adjourn; seconded by Trustee Johnson. Motion carried by voice vote. Meeting adjourned at 6:17 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.

Res 55-R-15/Dec of Intent/
NE Perryville/73/Pass

24. Unfinished Business
None

25. New Business

26. Ord 40-15/Class BB/
Increase #/Failed –
Lack of Second

27. Public Comment

28. Closed Session

29. Adjourn