

*VILLAGE OF MACHESNEY PARK, ILLINOIS
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings ~ Regular Meeting, October 19, 2015*

The meeting was called to order at 6:00 PM by Mayor Jerry Bolin. Pastor Bobby Sheets from Riverside Community Church presented the Invocation, which was followed by the Pledge of Allegiance led by Trustee James Kidd.

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

Absent: Trustee Erick Beck

Also Present: Village Clerk Lori Mitchell
Treasurer Tom Yoe
Village Attorney Tom Green
Village Administrator Tim Savage
Human Resources and Accounting Manager Michelle Johannsen
Public Works Superintendent Chad Hunter
Planning and Zoning Coordinator Carrie Houston
Village Engineer Chris Dopkins
Student Liaison Nick McCormick
Public Safety Supervisor Sergeant Doug Bushman

The Journal of Proceedings for the Regular Board Meeting from October 5, 2015 were approved per typewritten copies submitted by the Clerk on a motion by Trustee Johnson and seconded by Trustee Kidd. Motion carried by voice vote.

Treasurer Tom Yoe gave the Treasurer's Report, stating the total of all funds as of October 14 to be \$7,271,572.27. Further, he reported that as of October 16, the Village is holding funds in five financial institutions. FDIC collateral totals \$1,250,000 and the various banks have collateralized an additional \$12,271,555. So the total is 187% of the current fund balance, which exceeds the 110% required for pledge collateral. Trustee Kidd moved to accept the Treasurer's Report and place it on file for audit; seconded by Trustee Johnson. Motion carried by voice vote.

Village Clerk Lori Mitchell reported that she spent the last week with over 150 Municipal Clerks from throughout the state of Illinois at the annual Institute and Academy. This educational venue was coordinated by the Institute Training Committee (which by state statute is appointed by the Governor) and Eastern Illinois University. It was a great opportunity for learning and rejuvenating excitement for the Municipal Clerk role in local government. In addition, on Wednesday evening, the Municipal Clerks of Illinois Annual Meeting and election of officers was held. After two years as President of MCI, Clerk Mitchell was pleased now to serve as Immediate Past President and Chair of the Mentoring Program for MCI during the next year. In addition, MCI celebrated its 50th Anniversary at the Annual Banquet on Thursday evening. It was a great week and she was pleased to be able to use this educational opportunity to better serve the residents of Machesney Park.

Trustee Johnson presented the warrant in the amount of \$1,239,028.07 reviewed and recommended for approval earlier this evening by the Administration and Finance Committee and moved for its passage; seconded by Trustee Kidd. Motion approved. On roll call: 5 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, and Bailey), 0 nays, 1 absent (Trustee Beck)

ADMINISTRATIVE REPORTS

Mayor Jerry Bolin reminded everyone that the Toy Drive that is underway to help community children through Helping Hands Pantry at North Park Church of Christ. He further reported that there are already 350 children signed up for the program. He noted that new unwrapped toys are needed. They can be delivered to the Village between 8:00 a.m. and 4:30 p.m. during the work week.

Attorney Tom Green had no report this evening.

1. Minutes Approved

2. Treasurer's Report

3. Communications

4. Warrants/Approved

5. Administrative Reports

6. Mayor's Report

7. Attorney's Report

Journal of Proceedings
October 19, 2015
Page Two

Village Administrator Tim Savage announced the planned closure of the Board Room. Renovation will begin on November 17 with the November 23 Planning and Zoning Meeting being relocated to Practice Velocity which is on Velocity Drive right behind Village Hall. The meeting will be held in the PV Town Hall Room at the regular meeting time of 6:00 p.m. Further, the December 7 Committees and Board Meetings will also be relocated to the Town Hall Room at Practice Velocity at their regularly scheduled times. Unless something urgent occurs, the December 21 Committee and Board Meetings will be cancelled. If construction goes as scheduled, our meetings will be back in this room on January 4, 2016 (our first meeting date in January).

8. Village Administrator

Village Engineer Chris Dopkins reported on the construction projects still going on and also those that are winding down for the year: The mainline pavement along Route #173 is complete out to Rock Cut State Park. The contractor will be working on the turn bays and attaching curb and gutter a little later this week. They will also be patching on Perryville Road (there are a couple panels that have cracked and need to be replaced) and Forest Hills Road, so traffic control will go back up there as well. They are also starting east of Forest Hills Road most of which is channel restoration. Finally, he reported that William Charles Electric will be back out to a section of Mitchell Road to install the rest of the foundations and get the signals out there ready for startup by the time the east bound lanes open.

9. Village Engineer

Gilbert to Pershing: We are essentially down to punch list items. Those should be completed this week.

Alpine Service: Finishing work up at Sunset Memorial Gardens. The contractor is also working restoration and paving driveways north of Roosevelt. Should have that project wrapped up by the end of October. The Service Drive between Juniper and Roosevelt is essentially done. Further, he thanked Sunset for working with the Village during this project. The contractor has also been very conscious of keeping things open and operational for Sunset.

Melbourne Improvements: The signals are finishing up their thirty day startup period. Correspondence has gone to IDOT asking them for any punch list items. So this project will be closed out in the next few weeks.

Finally, Copper and Emerald, all the restoration is done, minus a few areas that were disturbed by Nicor. Nicor still has some open trenches and a stockpile of soil along Ruby Lane. It will be up to Nicor to do the final restoration. We are finishing up the punch list for that project.

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

10. P/Z Coordinator

Public Works Superintendent Chad Hunter had no report this evening.

11. Public Works Supt.

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

12. Acct./HR Mgr.

Harlem High School Student Liaison Nick McCormick reported that on October 22-23 the Fall Play will be presented at 7pm in the Auditorium at Harlem High School. This Friday marks the final football game of the year against Jefferson before we start the post-season. Further, he reported that the next Wind Ensemble Performance will be at the Field of Honor Celebration on November 11.

13. Student Liaison

Public Safety Supervisor, Sgt. Doug Bushman reported that for October 2 through October 15, there were 838 total calls for service by the Machesney Park Division of the Sheriff's Department, 236 reports were taken and there were 294 arrests.

14. Pub. Safety Report

Journal of Proceedings
October 19, 2015
Page Three

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, noted that A&F Committee met this evening and passed two resolutions with positive recommendations. One will go to tonight's meeting and the other will be on the agenda for November 2.

Further, Trustee Johnson asked that as burning season begins on November 1, that we all be good neighbors and be considerate in our burning of leaves.

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

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

CONSENT AGENDA* - Mayor Bolin noted that the next item is the Consent Agenda. He asked Village Administrator Savage to introduce all items to be considered under the Consent Agenda. VA Savage presented the items as follows:

Item A: Ordinance 41-15, Variance in Rear Yard Setback from 25 feet to 13 feet, in the Commercial Community (CC) District for the property at 8289 Burden Road for first reading.

Item B. Ordinance 43-15, an Ordinance Amending the Village Code to add Pet Daycare Facility as a Special Use Category in all three Commercial Zoning Districts and all three Industrial Zoning Districts; and Amend Kennel Licensing Procedures for more continuity for first reading.

Item C. Resolution 58-R-15, Approval of Final Plat 2 of Marlin Park Subdivision to create one lot out of two lots.

Item D. Resolution 65-R-15, Authorizing Operating Transfers out from the General Corporate Fund to: 1) CIP Fund 18 in the amount of \$95,000 by journal entry and 2) IHDA Fund 09 in the amount of \$52,000 by journal entry.

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 Kidd and seconded by Trustee Johnson. The motion was approved by roll call vote. 6 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson Bailey, and Mayor Bolin), 0 nays, and 1 absent (Trustee Beck)

15. Committee Reports

16. District #1 Report

17. District #2 Report

18. District #3 Report

19. District #4 Report

20. District #5 Report

21. District #6 Report

22. Consent Agenda*

Ordinance 41-15/1st Rdg

Ordinance 43-15/1st Rdg

Resolution 58-R-15/Final Plat 2 of Marlin Park Subdivision

Resolution 65-R-15/Operating Transfers

Accept Consent Agenda

Approved All Items on Consent Agenda

Journal of Proceedings
October 19, 2015
Page Four

UNFINISHED BUSINESS: None

NEW BUSINESS:

Mayor Bolin called for a motion to accept the modifications to the previously adopted 2016 Agreement for Police Services with Winnebago County Sheriff. The motion was made by Trustee Wilson and seconded by Trustee Kidd. Staff Report: Village Administrator Tim Savage *explained that upon approval by the Village Board last month, the agreement was forwarded to the Winnebago County Sheriff. That office made one modification in Paragraph 3, last sentence, removing one line that stated, "The Village will provide notice to the County Sheriff at least 120 days prior to planned reductions in staffing levels."* **Discussion: Mayor Bolin reported** that he wanted to provide information for clarification for the residents. He said the budget costs for Police Service to the Village from May 2015 – April 2016 is \$3,381,575.34. He summarized the difference in costs between part-time and full-time supervisory staff showing more than a \$10,000 increase in cost per month for September 2015 through April 2016 for full-time administrative service. The total increase for the eight months is \$83,108.64. Further, he noted that a full year increase in cost would be \$124,662.96. He further spoke about the original agreement for policing services that was approved by Village Board in September and sent to the County Board for approval. Ultimately, the Village received notice from the Sheriff's Office deleting the last sentence as not acceptable. He noted that his impression is that the Sheriff's Office does not want the Village to have a choice in police service staffing. He confirmed his conclusion by sharing some emails between the Village and the Sheriff's Office. In particular, he shared the comments of Village Administrator Savage in a reply email to Chief Deputy Mark Karner noting our concern in providing for the changes in staffing levels was based on the threat by the State of Illinois to dramatically cut state-shared revenue. This is still unresolved and could impact levels of service across all our departments within the Village. Further, the communique noted that the Village has long established that it is capable of determining staffing level it desires to contract for. It further noted this would only impact the one-year term of the agreement. Savage, in the communique, further noted that he would hope that both agencies could work cooperatively to achieve the flexibility in the contract and apply perhaps limits to the number of positions or the timing of reductions. Further, the communique noted that perhaps the Mayor and Trustees of Machesney Park would find it difficult to accept the assertions that the Sheriff's Department holds the authority to establish the staffing levels. Adjustments during the term of the contract is a remote possibility and should not receive more weight than it deserves in these discussions. Savage further noted the desire to work with the Sheriff's Department to come up with acceptable language on this issue. Mayor Bolin further pointed out to the Trustees his concern and asked if we have the choice to decide our policing staffing level at a cost of \$3,381,575.34 to our taxpayers? He further reminded everyone that without a state budget in place there are many uncertainties financially for the Village. Trustee Kidd commented about the cost to the County by the Village's former Police Chief and how much he appreciates Sgt. Bushman's professionalism. The motion was approved by roll call vote. 4 ayes (Trustees Snodgrass, Johnson, Wilson, and Bailey), 2 nays (Trustee Kidd and Mayor Bolin), and 1 absent (Trustee Beck)

PUBLIC COMMENT: None

CLOSED SESSION: None

23. Unfinished Business
None

24. New Business

25. Sheriff's Contract
Modification/Pass

26. Public Comment - None

27. Closed Session - None

Journal of Proceedings
October 19, 2015
Page Five

Trustee Kidd moved to adjourn; seconded by Trustee Bailey. Motion carried by voice vote.
Meeting adjourned at 6:23 p.m.

28. 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.