

*VILLAGE OF MACHESNEY PARK, ILLINOIS
HELD IN THE HARLEM ADMINISTRATION CENTER BOARD ROOM
Journal of Proceedings ~ Regular Meeting, January 20, 2016*

Mayor Bolin called the meeting order at 6:00 PM. Clerk Lori Mitchell presented the Invocation, which was followed by the Pledge of Allegiance led by Trustee Robbin Snodgrass.

Present: Mayor Jerry Bolin, Trustees Robbin Snodgrass, James Kidd, Steve Johnson, 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 James Richter II
Human Resources and Accounting Coordinator Michelle Johannsen
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 January 4, 2016, as corrected, were approved as corrected per typewritten copies submitted by the Clerk on a motion by Trustee Johnson and seconded by Trustee Bailey. Motion carried by voice vote.

Treasurer Tom Yoe reported that the Treasurer's Report reflects what the Village received in Build Machesney Road Funds of \$230,886.44 and MFT Funds of \$53,034.72. He further noted that the total of all funds as of January 11, 2016 is \$6,809,898.05. In addition, he provided the Monthly report on pledged collateral. As of January 15, 2016, the Village is holding funds at five financial institutions. FDIC collateral totals \$1,250,000. The various banks have collateralized an additional \$10,345,339. So, the total pledged collateral is 172% of the current balance; which exceeds the 110% requirement. 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 Mitchell reminded the community that with Board Room renovations are nearing completion and we anticipate being back at Village Hall for the Planning and Zoning Commission Meeting next Monday as well as the Committee and Board Meetings on Monday, February 1, 2016.

Clerk Mitchell noted that the Village received an email from Charter Communications (which provides cable TV service to residents in part of the northern section of the Village) informing the community that beginning February 15, pricing will be adjusted for the Change of Service Computerized Fee from \$2.99 to \$4.99 and for the Late Fee from \$7.95 to \$8.95.

Trustee Beck presented the warrants in the amount of \$175,869.55 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 Clerk Mitchell has been appointed to the IML Legislative Committee where she will serve alongside an elite group of Mayors from throughout the state to lobby for legislation that could impact our community.

Attorney Tom Green had no report this evening.

Village Administrator Tim Savage had no report this evening.

1. Minutes Approved

2. Treasurer's Report

3. Communications
Back to Village Hall

Charter

4. Warrants/Approved

5. Administrative Reports

6. Mayor's Report

7. Attorney's Report

8. Village Administrator

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Community Development Coordinator James Richter II had no report this evening.

Village Engineer Chris Dopkins left no report in his absence.

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.

Harlem High School Student Liaison Nick McCormick left no report this evening.

Public Safety Supervisor, Sgt. Doug Bushman reported that for January 1, 2016 through January 14, 2016, there were 680 total calls for service by the Machesney Park Division of the Sheriff's Department, 229 reports were taken and there were 233 arrests.

COMMITTEE AND TRUSTEE REPORTS

District #1 Trustee Snodgrass, Public Improvements and Safety Chairperson, reported that Public Improvements and Safety Committee met this evening and approved one resolution that will go to the February 1, 2016 Board Meeting for approval. Further, she thanked Chad and the Public Works Department for keeping the Village Safe during the recent snow events.

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, invited everyone to have dinner at Back Yard Grill and Bar tomorrow night for the benefit of the Harlem Scholarship Foundation that provides scholarships for Harlem college-bound students.

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 Warrants and two resolutions including the IGA for Willow Creek Path which is on tonight's agenda. Further, the committee approved the Personnel Policies Manual, Revision #1 that is going to Board as a resolution. He also thanked Chad for contacting IDOT about cleaning up the turn lanes along N. Second Street.

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

9. Comm. Dev. Coord.

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

23. Consent Agenda*
Accept Consent Agenda

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Item A: Ordinance 02-16, Updating Chapter 23, Flood Area Development, as required by FEMA and the 2016 Flood Plain Maps for second reading.

Item B: Resolution 03-R-16, Authorizing the IJRL Public Hearing for a TIF District for South Willow Creek at 5:10 p.m. on the 7th day of March, 2016.

Item D: Resolution 05-R-16, Authorizing the execution of an Intergovernmental Cooperation Agreement between the Rockford Park District, the City of Loves Park and the Village of Machesney Park for the future maintenance responsibilities of the Willow Creek Path.

Mayor Bolin asked if there were items any Trustee would like removed from the Consent Agenda to be considered separately. Trustee Kidd asked that Item C be removed to be considered separately. Mayor Bolin said the item would be moved to Unfinished Business. Mayor Bolin called for a motion to approve all remaining 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. 7 ayes (Trustees Snodgrass, Kidd, Johnson, Wilson, Bailey, Beck and Mayor Bolin), 0 nays, and 0 absent

UNFINISHED BUSINESS:

Item C: Resolution 04-R-16, Staff Report: Village Administrator Tim Savage explained this resolution is to approve a supplemental agreement to the Redevelopment Agreement between Ruby-10-Machesney, LLC and the Village of Machesney Park and also approving a Declaration of Restrictive Covenants and Access Easement. The motion was made by Trustee Beck and seconded by Trustee Wilson. The motion was approved by roll call vote. 6 ayes (Trustees Snodgrass, Johnson, Wilson, Bailey, Beck and Mayor Bolin), 1 nay (Trustee Kidd), and 0 absent

NEW BUSINESS:

Mayor Bolin called for a motion to approve Ordinance 01-16, ZMA R3 & R4 to CN with SUP, Commercial Waterfront, 8781 Victory Lane, for Second Reading. *Staff Report: Planning and Zoning Coordinator Carrie Houston reported this ZMA from Multi-family Residential (R3 and R4) districts to the Commercial Neighborhood (CN) District with a Special Use Permit for Commercial Waterfront.* The motion was made by Trustee Kidd and seconded by Trustee Bailey. The motion was approved by roll call vote. 6 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, Bailey, and Mayor Bolin), 1 nay (Trustee Beck), and 0 absent

Mayor Bolin called for a motion to approve Ordinance 04-16, an Ordinance of the Village of Machesney Park, Illinois Approving the Exchange of Real Property, for Second Reading. The motion was made by Trustee Johnson and seconded by Trustee Bailey. *Staff Report: Village Administrator Tim Savage explained that approval of this ordinance will permit the exchange of an alley for an acquisition parcel intended to be utilized to extend a public right-of-way. Further, Attorney Green noted this ordinance and the one to follow are the final two steps in the exchange of these properties. Trustee Beck noted these properties are in his district and he objects to the acquisition property not being a full street width so he will vote against both of them.* The motion was approved by roll call vote. 6 ayes (Trustees Snodgrass, Kidd, Johnson, Wilson, Bailey, and Mayor Bolin), 1 nay (Trustee Beck), and 0 absent

Approved Items on
Consent Agenda

24. Unfinished Business

Res. 04-R-16, Ruby 10/Pass

25. New Business

Ord 01-16/ZMA from R3 & R4
To CN with SUP/Pass

Ord 04-16, Exchange of Real
Property/Pass

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Mayor Bolin called for a motion to approve Ordinance 05-16, authorizing the vacation of certain public right-of-way located within the Village for Second Reading. The motion was made by Trustee Wilson and seconded by Trustee Johnson. Staff Report: Village Administrator Tim Savage explained approval of this ordinance will permit the vacation of a public alley. The motion was approved by roll call vote. 6 ayes (Trustees Snodgrass, Kidd, Johnson, Wilson, Bailey, and Mayor Bolin), 1 nay (Trustee Beck), and 0 absent

PUBLIC COMMENT: None

CLOSED SESSION: None

Trustee Wilson moved to adjourn; seconded by Trustee Kidd. Motion carried by voice vote. Meeting adjourned at 6:19 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.

Ord 05-16, Vacation of a
Public Alley (ROW)/Pass

26. Public Comment - None

27. Closed Session – None

28. Adjourn