

VILLAGE OF MACHESNEY PARK, ILLINOIS
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings ~ Regular Meeting, April 4, 2016

The meeting was called to order at 6:00 PM by Mayor Jerry Bolin. Pastor Rob James from GPS Church of Machesney Park gave 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, Aaron Wilson, Terri Bailey and Erick Beck

Also Present: Village Clerk Lori Mitchell
Village Treasurer Tom Yoe
Village Attorney Tom Green
Village Administrator Tim Savage
Accounting and HR Coordinator Michelle Johannsen
Community Development Coordinator James Richter II
Superintendent of Public Works Chad Hunter
Student Liaison Nick McCormick
Public Safety Supervisor Sergeant Doug Bushman

The Journal of Proceedings for the Regular Board Meeting from March 21, 2016, and the Budget Presentation from March 12, 2016, were approved per typewritten copies submitted by the Clerk on a motion by Trustee Wilson and seconded by Trustee Johnson. Motion carried by voice vote.

Treasurer Tom Yoe reported that the Treasurer's Report reflects revenue received for TIF funds of \$385,815.30, CIP Funds of \$326,052.47 and Build Machesney Road Funds of \$354,760.76 with a total of all funds as of March 28, 2016 were \$7,213,413.53. Additionally, he reported that after receiving quotes from the authorized financial institutions for the investment policy, the Village is transferring \$500,000 to a new savings account at Northwest Bank with an interest of .45%. Trustee Wilson moved to accept the Treasurer's Report and place it on file for audit; seconded by Trustee Beck. Motion carried by voice vote.

Village Clerk Mitchell introduced Teresa Schryver from Northern Illinois Food Bank who accepted a Proclamation from Mayor Bolin for National Service Recognition Day. Ms. Schryvner thanked the Village for the recognition and explained that NIFB had working with agencies to build their capacity to better serve the residents.

Trustee Beck presented the warrants in the amount of \$347,274.01 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: 6 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, Bailey and Beck), 0 nays, 0 absent

ADMINISTRATIVE REPORTS

Mayor Jerry Bolin announced his recommendations for assignments for committee chairs and co-chairs for the next year. These appointments will be effective beginning with the May 2 Board Meeting.

Attorney Green had no report this evening.

Village Administrator Tim Savage had no report this evening.

Student Liaison Nick McCormick reported indoor track ended and outdoor sports have begun. He further reported that on April 23 is the Harlem High School Prom, on May 3 is Senior Awards Night and on May 6 will be the Harlem High School Jazz Caberet.

Village Engineer Chris Dopkins left no report this evening.

1. Minutes Approved
2. Treasurer's Report
3. Communications
4. Warrants/Approved
5. Administrative Report
6. Mayor's Report
7. Attorney's Report
8. Village Admin
9. Student Liaison
10. Village Engineer

Public Works Superintendent Chad Hunter had no report this evening.

Community Development Coordinator James Richter II reported that in February Governor Rauner created the Illinois Business and Economic Development Corporation, a non-profit organization funded entirely by private donations. Its primary focus is on promoting and marketing the State of Illinois. This was done with the assurance that the Department of Commerce would remain intact. DCEO is the administrative arm of the State of Illinois which is completely separate from the newly created non-profit. During a Web Conference last week, the DCEO reported that it would begin providing additional support services to local EDC's and streamline procedures for incentives that the state provides. Today, Gov. Rauner reported that the former head of the DCEO will be transitioning out of the Commerce Department to head up the new non-profit. The Village has received assurance that both groups will continue to function and provide uninterrupted services from the State of Illinois.

HR/Accounting Coordinator Michelle Johannsen had no report this evening.

Public Safety Supervisor, Sgt. Doug Bushman reported that for March 18, 2016 through March 31, 2016, there were 777 total calls for service by the Machesney Park Division of the Sheriff's Department, 180 reports were taken and there were 191 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, thanked Sgt. Bushman for helping control speeding in his district and Chad Hunter for helping with a couple spots in the roads in his district.

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

District #4 Trustee Wilson, Planning and Economic Development Chairman, reported the committee met this evening and approved a tentative plat and an ordinance for a fence was recommended for approval and moved on to the April 18 Board Meeting.

Further, Tr. Wilson reported that there were 36 applications for the Harlem Scholarship Foundation's Scholarships this year.

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

District #6 Trustee Beck, Administrative and Finance Chairman, reported the Administration and Finance Committee met this evening and approved warrants and two resolutions that that will go forward to the April 18 Board Meeting.

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:

Item A. Ordinance 06-16, a variance for a six foot fence from a four foot fence height in the front yard at 4824 Pine Al Drive for second reading.

11. Public Works Supt.
 12. Com Dev Coord Rpt.
 13. HR/Accounting Coord
 14. Pub. Safety Report
 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
- Accept Consent Agenda

Item B. Ordinance 13-16, a Zoning Map Amendment Commercial General (CG) to Industrial General (IG) for 9843 N. Alpine Road for second reading.

Item C. Ordinance 14-16, for Code Amendments to Chapters 14 and 30, related to Trash Collection for first reading.

Item D. Ordinance 17-16, Budget Amendment for FY2015-2016 for first reading.

Item E. Ordinance 18-16, to Amend Chapter 29, Park Rules of the Village Code for first reading.

Item F. Ordinance 19-16, approving the first amendment plan and project for South Willow Creek, second reading

Item G. Ordinance 20-16, designating amended South Willow Creek Project Area for second reading.

Item H. Ordinance 21-16, adopting tax increment financing for the amended South Willow Creek IJRL TIF for second reading.

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.

Mayor Bolin called for a motion to approve all items under the Consent Agenda. The motion was made by Trustee Johnson and seconded by Trustee Wilson. The motion was approved by roll call vote. 7 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, Bailey, Beck and Mayor Bolin), 0 nays, and 0 absent

UNFINISHED BUSINESS

NEW BUSINESS

Mayor Bolin called for a motion to approve Ordinance 11-16, amending the Village Code Section 14.304, for Off-Highway Vehicles for second reading. The motion was made by Trustee Wilson and seconded by Trustee Bailey. Staff Report: Community Development Coordinator James Richter explained this ordinance was designed to update the code and protect the citizens of Machesney Park. He addressed the exclusions and the time of operation as well. 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

Mayor Bolin called for a motion to approve Ordinance 12-16, a variance for a front yard setback from 33' to 9'4" at 4824 Pine Al Drive for second reading. The motion was made by Trustee Kidd and seconded by Trustee Johnson. Staff Report: Community Development Coordinator James Richter explained the reasoning for this ordinance, explaining the resident had purchased a hot tub gazebo which the retailer installed without a permit. After investigation by staff, it was determined that only three of the six findings of fact criteria and thus recommended denial. The Planning and Zoning Commission voted to recommend denial and the Planning and Economic Development Committee recommended approval. The motion was approved by roll call vote. 6 ayes (Trustees Johnson, Kidd, Wilson, Bailey, Beck and Mayor Bolin), 1 nay (Trustee Snodgrass), and 0 absent

Approved Items on
Consent Agenda

23. Unfinished Business

24. New Business

Ordinance 11-16/Passed
for 2nd Reading

Ordinance 12-16/Passed
for 2nd Reading

Mayor Bolin called for a motion to approve Ordinance 22-16, Adopt Annual Budget for FY2016-2017 for first reading. The motion was made by Trustee Wilson and seconded by Trustee Bailey. Human Resources and Accounting Manager Michelle Johannsen reported this is the official budget for May 1, 2016 through April 30, 2017 for the Village that has been reviewed previously by the Board. She noted that the items that have been discussed in various budget review discussions have been updated and incorporated into this budget. The total of all general fund expenditures is \$6,293,900. Further, she reported it is a balanced budget.

Ordinance 22-16/Budget
As amended/Passed for 1st
Reading

Motion by Trustee Wilson and seconded by Trustee Bailey to add back the 1% Cost of Living for all staff except the Village Administrator and Community Development Coordinator.

The motion to amend Ordinance 22-16 was approved by roll call vote. 4 ayes (Trustees Wilson, Bailey, Beck and Mayor Bolin), 3 nays (Trustees Snodgrass, Johnson, Kidd), and 0 absent

Roll Call to approve Ordinance 22-16 as amended was approved by roll call vote. 4 ayes (Trustees Wilson, Bailey, Beck and Mayor Bolin), 3 nays (Trustees Snodgrass, Johnson, Kidd), and 0 absent

OTHER: *None*

25. Other- None

PUBLIC COMMENT: *Jodell Gabriel from Baldwin Drive thanked the Village and staff for clarifying the ordinance regarding the off-highway vehicle operations.*

26. Public Comment

CLOSED SESSION: *None*

27. Closed Session-None

Trustee Bailey moved to adjourn; seconded by Trustee Kidd. Motion carried by voice vote. Meeting adjourned at 6:27 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.