

VILLAGE OF MACHESNEY PARK, ILLINOIS
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings ~ Regular Meeting, November 21, 2016

The meeting was called to order at 6:00 PM by Mayor Jerry Bolin. Pastor William Cobb from First Born Ministries in Machesney Park gave the Invocation, which was followed by the Pledge of Allegiance led by Machesney Park's Trustee Erick Beck.

Present: Mayor Jerry Bolin
Trustees Robbin Snodgrass, Steve Johnson, Aaron Wilson, and Erick Beck

Absent: Trustee James Kidd and Trustee Terri Bailey

Also Present: Village Clerk Lori Mitchell
Village Attorney Tom Green
Village Administrator Tim Savage
Finance and HR Manager Michelle Johannsen
Community Development Director James Richter II
Village Engineer Chris Dopkins
Public Works Superintendent Chad Hunter
Harlem High School Student Liaison Tambryn Hecox
Public Safety Supervisor Sergeant Doug Bushman

The Journal of Proceedings for the Regular Board Meeting from November 7, 2016, was approved per typewritten copies submitted by the Clerk on a motion by Trustee Johnson and seconded by Trustee Wilson. Motion carried by voice vote.

1. Minutes Approved

Village Treasurer Tom Yoe reported that the Treasurer's Report reflects a total of all funds as of November 14, to \$7,729,259.08. Further, Treasurer Yoe reported that as of November 14, 2016, the Village is holding funds at four financial institutions with FDIC coverage. The total pledged collateral is 207% of the current balance which exceeds the 110% requirement in the Village Ordinance. He stated there is a copy of the report on the table in the back of the Board Room. 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.

2. Treasurer's Report

Clerk Mitchell reminded residents that the Clerk's Office is accepting candidate filing for the offices of Mayor, Clerk, Treasurer, Trustees in Districts 1, 3 and 4 through 5pm on Monday, November 28.

3. Communications

Further Clerk Mitchell reported that nominations for the Holiday Lighting Contest will be accepted through December 16 at Village Hall. The top three homes will be announced and prizes awarded at the December 19 Board Meeting during the Clerk's Report.

Trustee Wilson presented the warrant in the amount of \$417,007.94 reviewed and recommended for approval earlier this evening by the Administration and Finance Committee and moved for its passage; seconded by Trustee Snodgrass. Motion approved. On roll call: 4 ayes (Trustees Snodgrass, Johnson, Wilson, and Beck), 0 nays, 2 absent (Trustees Kidd and Bailey)

4. Warrants/Approved

ADMINISTRATIVE REPORTS

5. Administrative Report

Mayor Bolin announced that the 8th Annual Toy Drive to benefit the Helping Hands Pantry is underway in the Village. Community members are invited to bring new unwrapped toys to Village Hall each weekday from 8:00 a.m. – 4:30 p.m. through December 9. The toys will be distributed by North Park Church of Christ on Saturday, December 10. Further, he reported that WREX, Channel 13 will be reporting live from Village Hall promoting the Toy Drive on November 30 from 5-7 pm.

6. Mayor's Report

Mayor Bolin invited the community to attend a free Public Safety Forum on Tuesday, November 29, from 5-7pm at GPS Faith Community. The Forum is open to the public and presenters will include regional law enforcement officers along with area legislators.

Mayor Bolin reported regarding an email he received from Pastor Heath Tibbets from the First Baptist Church in Machesney Park related to his congregation providing help with home improvements for needy residents.

Attorney Green had no report this evening.

Village Administrator Tim Savage noted that an updated copy of Resolution 56-R-16 is on the Trustee desks. This item is on tonight's Consent Agenda.

Finance and HR Manager Michelle Johannsen had no report this evening.

Community Development Director James Richter II reported regarding the Illinois Department of Commerce, CORE Coalition.

Public Works Superintendent Chad Hunter had no report this evening.

Village Engineer Chris Dopkins reported about the ongoing road projects in the Village.

- *Kingsley and Drexel – anticipating completion within three to four days. Requested residents bring out their regular mailboxes for installation.*
- *The Alpine Path Project is pretty much wrapped up. Ribbon cutting this morning.*
- *Wished everyone a Happy Thanksgiving.*

Student Liaison Tambryn Hecox reported the following:

- *Approximately 150 students signed up for the Blood Drive*
- *The Tanner Elliott Project is moving along*
- *Boys Basketball has begun*
- *Girls Basketball are 4-0*
- *There is a student led project to raise funds for Austin Lavikis whose father passed away recently.*

Public Safety Supervisor, Sgt. Doug Bushman reported that for November 4, 2016 through November 17, 2016, there were 809 total calls for service by the Machesney Park Division of the Sheriff's Department, 243 reports were taken and there were 338 arrests.

COMMITTEE AND TRUSTEE REPORTS

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

District #2 Trustee Johnson, Planning and Economic Development Vice Chairman, thanked everyone for attending the Light up the Parks Parade, Ike and Lisa Trickle for providing the Village Float and Chad Hunter for his work on the tree lighting. Reported he attended the Alpine Path Ribbon Cutting this morning. Job well done.

District #3 Trustee Kidd, Public Improvements and Safety Chairman, left no report this evening.

District #4 Trustee Wilson, Administrative and Finance Chairman, reported the A&F Committee met this evening and approved one ordinance and one resolution that will go to the December 5 Board Meeting with a positive recommendations.

7. Attorney's Report
8. Village Administrator
9. Finance/HR Manager
10. Comm. Dev Dir
11. Public Works Spt.
12. Village Engineer
13. Student Liaison
14. Pub Safety Supervisor
15. Committee Reports
16. District #1 Report
17. District #2 Report
18. District #3 Report
19. District #4 Report

He expressed his appreciation for the completion of the Alpine Path. He has used it and really likes it. Thanked Mayor Bolin for organizing the November 29 Public Safety Forum. This is a great opportunity to connect with law enforcement officials. Reported on the Tribute to Vets on November 10 at the Field of Honor. He also reported on the Vets Roll Project and the KNIB fall fundraisers.

District #5 Trustee Bailey, Planning and Economic Development Chairperson, left no report this evening.

20. District #5 Report

District #6 Trustee Beck, Administrative and Finance Vice Chairman, had no report this evening.

21. District #6 Report

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:

22. Consent Agenda

- A. Ordinance 31-16, accepting a right-of-way vacation, vacating 27,000 square feet of unimproved right-of-way on Dorthea to Mr. Mitchell Morey, for first reading
- B. Resolution 56-R-16, authorizing Timberlyne, Unit 5, Public Improvement Agreement for Sidewalks
- C. Resolution 59-R-16, Declaring Surplus TIF funds in the Amount of \$721,357 for the Route 251/173 TIF and Authorize Disbursement
- D. Resolution 60-R-16, Authorizing Out of State Credit into IMRF for Adm. Tim Savage

Consent Agenda/Passed

Mayor Bolin asked if there were items any Trustee would like removed from the Consent Agenda to be considered separately. There were no items removed from the Consent Agenda.

Mayor Bolin called for a motion to approve all items under the Consent Agenda. The motion was made by Trustee Wilson and seconded by Trustee Beck. The motion was approved by roll call vote. 5 ayes (Trustees Snodgrass, Johnson, Wilson, Beck and Mayor Bolin), 0 nays, and 2 absent (Trustee Kidd and Trustee Bailey)

UNFINISHED BUSINESS – None

23. Unfinished Business

NEW BUSINESS - None

24. New Business

PUBLIC COMMENT: None

25. Public Comment

CLOSED SESSION: None

26. Closed Session

Trustee Wilson moved to adjourn; seconded by Trustee Snodgrass. Motion approved by voice vote. Meeting adjourned at 6:17 p.m.

27. 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.