

VILLAGE OF MACHESNEY PARK, ILLINOIS
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings ~ Regular Meeting, January 17, 2017

The meeting was called to order at 6:39 PM by Mayor Jerry Bolin. Pastor Rodney Lensedorf from First Born Ministries in Machesney Park gave the Invocation, which was followed by the Pledge of Allegiance led by Machesney Park's Trustee Steve Johnson.

Present: Mayor Jerry Bolin
Steve Johnson, James Kidd, and Terri Bailey

Absent: Trustees Robbin Snodgrass, Aaron Wilson and Erick Beck

Also
Present: Village Clerk Lori Mitchell
Village Attorney Tom Green
Village Administrator Tim Savage
Community Development Director James Richter II
Public Works Superintendent Chad Hunter
Public Safety Supervisor Sergeant Doug Bushman

The Journal of Proceedings for the Regular Board Meeting from December 19, 2016, was approved per typewritten copies submitted by the Clerk on a motion by Trustee Kidd and seconded by Trustee Johnson. Motion carried by voice vote.

Accounting and HR Manager Michelle Johannsen reported that as of January 13, 2017 the Village has funds at four banks with FDIC coverage and pledged collateral at 136% of the balances. A copy of the Treasurer's Report is available for review at the back table. You'll note the MFT fund received \$55,746.05 and the total of all funds as of January 9 was \$7,046,206.54. A motion was made by Trustee Bailey and seconded by Trustee Kidd to accept the Treasurer's Report and place it on file for audit. Motion carried by voice vote.

Clerk Mitchell reported the Village has new artwork in the Board Room that was the product of Machesney Elementary 5th grade student, Allyson Beatty.

Also, she reported that the Village is always saddened when friends and acquaintances pass away, but she wanted especially to extend condolences to the friends and family of 16-year old Laci Matthews who was killed in a car accident last week.

Accounting Manager Michelle Johannsen presented the warrant in the amount of \$1,103,143.97 reviewed and recommended for approval earlier this evening by the Administration and Finance Committee. Mayor Bolin called for a motion for approval. Motion as moved by Trustee Johnson; seconded by Trustee Kidd. Motion approved. On roll call: 4 ayes (Trustees Johnson, Kidd, Bailey and Mayor Bolin), 0 nays, 3 absent (Trustees Snodgrass, Wilson, and Beck)

ADMINISTRATIVE REPORTS

Mayor Bolin had no report this evening.

Attorney Green had no report this evening.

Village Administrator Tim Savage had no report this evening.

Finance and HR Manager Michelle Johannsen provided the Quarterly Investment Report. *She noted that included with your board packet was the quarterly investment report as of January 9, 2017, as required by the Village's investment policy.*

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 Administrator
9. Finance/HR Manager

Total interest earned over the past quarter was \$5,648; approx. \$2k higher than the prior quarter based on timing of interest payments. Cash balances during this time of year tend to decline as debt payments are made, road construction projects are wrapping up, etc.

Some investment changes to note:

Tom Yoe and she met with our primary bank, Blackhawk Bank to review our accounts. There will be some changes during the first quarter of this year including an update to the deposit software, improving positive pay, and they will be switching credit card processing companies so we should see some savings on the transaction fees and we'll have an up to date chip reader machine. We continue to pay no fees on any of our accounts and the excess balance in the main account above the balance required to cover fees, earns interest at 0.2%.

I also have an update to the report I distributed. The interest rates on the money markets were below the performance threshold and so I reached out to the banks and was able to have those accounts increased, and so the average now is 0.46% compared to the threshold of 0.50%; the rate fluctuates daily and so we will continue to watch interest rates as we move through the year to ensure the rates are competitive.

Community Development Director James Richter II provided a very brief year-end summary report for economic development in 2016. The Village continues to be an attractive location for the business community, mostly due to everyone's efforts to provide a stable business climate. Each and every day, everyone in Village Hall, including yourselves, are participating in economic development. Keeping the community safe, efficiently delivering public services, and our keeping the cost of doing business to a minimum, are all important to growing this community. As a team here, we are proud to inform you that in 2016, there were fourteen (14) new business occupancies, totaling 100,425 SF in the Village. He reviewed photos and talked about some of the new and expanded businesses in the Village.

Public Works Superintendent Chad Hunter had no report this evening.

Village Engineer Chris Dopkins left no report this evening.

Student Liaison Tambryn Hecox left no report this evening.

Public Safety Supervisor, Sgt. Doug Bushman reported that for December 16, 2016 through January 12, 2017, there were 1,394 total calls for service by the Machesney Park Division of the Sheriff's Department, 413 reports were taken and there were 413 arrests.

COMMITTEE AND TRUSTEE REPORTS

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

District #2 Trustee Johnson, Planning and Economic Development Vice Chairman, thanked Chad Hunter and the Public Works Department for taking care of the water and ice in the Village recently.

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

District #4 Trustee Wilson, Administrative and Finance Chairman, left no report this evening.

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

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
20. District #5 Report

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

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. Superintendent of Public Works Chad Hunter presented the items as follows:

- A. Ordinance 46-16, Text Amendment to Zoning Code, Article 10, Adopting Industrial Design Standards, for second reading.
- B. Ordinance 47-16, Text Amendment to Article 11, Section 20-59 of Zoning Code, Schedule of Parking Requirements, for second reading.
- C. Ordinance 48-16, Text Amendment to Zoning Code, for Multi-Family Residential Planned Unit Development, for second reading.
- D. Resolution 02-R-17, Approve Group Health Insurance
- E. Resolution 03-R-17, Operating Transfers

Mayor Bolin asked if there were items any Trustee would like removed from the Consent Agenda to be considered separately. Trustee Kidd requested Item A be removed from the Consent Agenda. Mayor Bolin noted that this time will be moved to Unfinished Business this evening for separate consideration.

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

UNFINISHED BUSINESS

Mayor Bolin called for a motion to approve Ordinance 46-16, a Text Amendment to Zoning Code, Article 10, Adopting Industrial Design Standards, for second reading. Motion was made by Trustee Johnson to approve and seconded by Trustee Bailey. Staff Report: *Community Development Director James Richter II explained these standards are building off of the work done earlier this year for Commercial Design Standards. These proposed standards would apply to all new buildings constructed in the Light Industrial, General Industrial and Heavy Industrial Districts. He further explained these standards were discussed in the Planning and Zoning Commission and the criteria were identified there. He spoke about adjustments that were made to accommodate metal buildings. However, corrugated metal is not permitted. This is the type of design that is in older type buildings and with the new standards, it is hoped to bring a higher quality product to the Village.* Trustee Kidd stated that he disagrees with the recommendations and believes that the corrugated metal should be permissible. Mayor Bolin stated that he believes that he would like to see a greater number of Trustees present to discuss this proposal, so he would entertain a motion to postpone this item until the next Board Meeting. Motion was made by Trustee Bailey and seconded by Trustee Kidd to postpone Ordinance 46-16 until the February 6 Board Meeting. Motion approved by roll call vote. 4 ayes (Trustees Johnson, Kidd, Bailey and Mayor Bolin), 0 nays, and 3 absent (Trustee Snodgrass, Wilson, and Beck)

- 21. District #6 Report
- 22. Consent Agenda
Consent Agenda/Passed
- 23. Unfinished Business
Ordinance 46-16/
Postponed to 2/6/17

NEW BUSINESS - None

PUBLIC COMMENT: *Superintendent of Public Works Chad Hunter announced that due to the icy conditions on Monday, Rock River Disposal cancelled garbage collection that day. For the Village, this means that garbage pickup in Machesney Park will occur on Saturday, January 21, this week.*

CLOSED SESSION: None

Trustee Bailey moved to adjourn; seconded by Trustee Kidd. Motion approved by voice vote. Meeting adjourned at 6:52 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.

24. New Business

25. Public Comment

26. Closed Session

27. Adjourn