

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

The meeting was called to order at 6:00 PM by Village Clerk Lori Mitchell. Pastor Jared Kemp from North Park Church of Christ in Machesney Park Park gave the Invocation, which was followed by the Pledge of Allegiance led by Machesney Park's Trustee Erick Beck. Clerk Mitchell reported that Mayor Bolin is unable to attend this evening's Board Meeting because he is out-of-state witnessing the adoption of his newest grandchild. He ask that I extend his appreciation to those who supported his efforts to move the Village forward during the last four years and he wishes the newly elected officials much success in continuing this legacy. Clerk Mitchell called for a motion to appoint Trustee Robbin Snodgrass as Temporary Chair for this evening's meeting. Motion was made by Trustee Kidd and second by Trustee Beck. Motion approved on voice vote. Trustee Snodgrass took her seat as Temporary Chair.

Present: Temporary Chair Robbin Snodgrass, Trustees Steve Johnson, James Kidd, Aaron Wilson, Terri Bailey, and Erick Beck

Absent: Mayor Jerry Bolin

Also

Present: Village Clerk Lori Mitchell
 Village Attorney Tom Green
 Finance and Human Resources Manager Michelle Johannsen
 Village Administrator Tim Savage
 Community Development Director James Richter II
 Public Works Superintendent Chad Hunter
 Village Engineer Chris Dopkins
 Public Safety Supervisor Sergeant Doug Bushman

The Journal of Proceedings for the Public Hearing for the FY2017-2018 Budget and the Regular Board Meeting from April 3, 2017, was approved per typewritten copies submitted by the Clerk on a motion by Trustee Bailey and seconded by Trustee Kidd. Motion carried by voice vote.

1. Minutes Approved

Finance and Human Resources Manager Michelle Johannsen reported that the Treasurer's Report includes what the Village received in MFT Funds as \$43,079.46, Build Machesney Road Funds as \$171,690.53 bringing the total of all funds as of April 10, 2017 to \$8,110,294.28. A motion was made by Trustee Johnson and seconded by Trustee Kidd to accept the Treasurer's Report and place it on file for audit. Motion carried by voice vote.

2. Treasurer's Report

Clerk Mitchell introduced Trustee Erick Beck who read a proclamation for Motorcycle Safety and Awareness Month which was presented by Chairperson Snodgrass on behalf of Mayor Bolin to Trustee Beck accepting for ABATE. Trustee Beck spoke about the importance of motorcycle safety not just during Motorcycle Safety and Awareness Month for every month.

3. Communications

Motorcycle Awareness

Clerk Mitchell introduced Trustee James Kidd who read a proclamation for Workers Memorial Day which was presented by Chairperson Snodgrass on behalf of Mayor Bolin to Harlem Township Supervisor Terri Knight on behalf of the Memorial Committee. Mrs. Knight addressed the Board thanking them for recognizing the importance of honoring those workers injured and/or killed on the job.

Workers Memorial Day

Clerk Mitchell introduced Administrator Tim Savage who presented an Award of Recognition on behalf of the Village to Robbin Snodgrass. Awards were also available for Treasurer Tom Yoe and Mayor Jerry Bolin. Adm. Savage expressed his deep appreciation for the residents like Robbin who step up and serve their communities. Robbin served two terms equaling eight years of commitment to the residents of the Village.

Award of Recognition to Robbin Snodgrass

Trustee Aaron Wilson presented the warrant in the amount of \$232,396.32 reviewed and recommended for approval earlier this evening by the Administration and Finance Committee and moved for their approval; seconded by Trustee Bailey. Motion approved. On roll call: 6 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, Bailey and Beck), 0 nays, 0 absent

4. Warrants/Approved

ADMINISTRATIVE REPORTS

Mayor Bolin – Information from Mayor Bolin was reported at the beginning of the meeting.

Attorney Green reported that on the Consent Agenda for second reading is the purchase agreement for a tract of land at the Machesney Town Center for the Assisted Living Project. He noted that the document in tonight's packet has received some additional tweaks and the final version of the purchase agreement is here at Village Hall in substantially similar form as the one in the packet. All statutory procedures have been followed, including the public notice and the publication in the paper. Coming on the heels of this agreement is a companion agreement with the developer which will outline more of the business terms. There are several other agreements such as the one altering the ring road requiring all members of the Town Center to sign off on and they have or are committed to signing. He noted that he was available for questions, but there were none.

Village Administrator Tim Savage distributed a revised Item F. Resolution 09-R-17 related to the Erickson Commercial Subdivision. He explained the reason for the revisions and noted that items 3 and 4 in the Plat have been deleted and he requested the Board approve the item before it as Item F as amended.

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

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

Public Works Superintendent Chad Hunter had no report this evening.

Village Engineer Chris Dopkins reported on the purchase and demolition of properties within the floodplain. He complimented Northern Illinois Service Company for the great effort being done with the river being at a raised level currently and the timeline that is required to be met.

Student Liaison Tambryn Hecox left no report this evening.

Public Safety Supervisor, Sgt. Doug Bushman reported that for March 31, 2017 through April 13, 2017, there were 1032 total calls for service by the Machesney Park Division of the Sheriff's Department, 190 reports were taken and there were 331 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 who exercised their right to vote in the last election. He also reported he was looking forward to working with all the elected officials and the staff for the good of the Village. Further, he noted that he will be submitting a name to fill the vacancy for District 2 Trustee for Board approval.

District #3 Trustee Kidd, Public Improvements and Safety Chairman, reported there were three resolutions approved that will be on the May 1 Board Meeting Agenda for approval.

District #4 Trustee Wilson, Administrative and Finance Chairman, reported that A&F Committee met this evening and approved the Warrant that was on the agenda along with six resolutions, one that will be on the Board Meeting Agenda and five for May 1, 2017.

5. Administrative Report

6. Mayor's Report

7. Attorney's Report

8. Village Administrator

9. Finance/HR Manager

10. Comm. Dev Dir

11. Public Works Supt.

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

Further, he reported that he serves on the Harlem Scholarship Foundation and they have awarded just under \$40,000 in scholarships to graduating Harlem High School seniors. Further he congratulated those individuals who stepped up to run for office and those who voted in the recent election.

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

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

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

- A. Ordinance 11-17, Authorize Real Estate Contract for Six-Acre Tract of Land at Machesney Town Center (Assisted Living Project), Second Reading
- B. Ordinance 12-17, Adopt Annual Budget for FY 2017-2018, Second Reading
- C. Ordinance 07-17, Special Use Permit for an Open Sales Lot, Park Motors, 9728 N. Second Street, First Reading
- D. Ordinance 08-17, Zoning Map Amendment, R1 to R4, 416 Wallace Avenue, First Reading
- E. Ordinance 09-17, Multiple Variances for Existing Multi-Family at 416 Wallace Avenue, First Reading
- F. Resolution 09-R-17, Final Plat 3, Erickson Commercial Subdivision
- G. Resolution 17-R-17, Authorize Reciprocal Agreement with the Illinois Department of Revenue (IDOR)
- H. Resolution 18-R-17, Motor Fuel Tax (MFT) Appropriation for FY 2017-2018
- I. Resolution 32-R-17, Authorize IHDA Single Family Rehab Program Grant Document Execution

Chairperson Snodgrass asked if there were items any Trustee would like removed from the Consent Agenda to be considered separately. Trustee Beck asked that Item B, Ordinance 12-17, Adopt Annual Budget for FY 2017-2018, second reading be removed from the Consent Agenda.

Chairperson Snodgrass called for a motion to approve all items under the Consent Agenda with the exception of Item B. The motion was made by Trustee Beck and seconded by Trustee Johnson. The motion was approved by roll call vote. 6 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, Bailey, Beck), 0 nays, and 1 absent (Mayor Bolin)

UNFINISHED BUSINESS –

Chairperson Snodgrass called for a motion to approve Ordinance 13-17, Adopt Annual Budget for FY 2017-2018. The motion was made by Trustee Beck and seconded by Trustee Kidd. The motion was approved by roll call vote. 5 ayes (Trustees Snodgrass, Johnson, Kidd, Wilson, and Bailey), 1 nay (Trustee Beck), and 1 absent (Mayor Bolin)

NEW BUSINESS – None

20. District #5 Report

21. District #6 Report

22. Consent Agenda

Ord. 11-17/Asst Lv/Pass
Ord 07-17/SUP/Park
Motors/Pass
Ord 08-17/Zoning Map/
Pass
Ord 09-17/Var/416
Wallace/Pass
Res 09-R-17/Erickson/Pass
Res 17-R-17/IDOR/Pass
Res 18-R-17/MFT/Pass
Res 32-R-17/IHDA/Pass

23. Unfinished Business

Approve Budget Ord 13-17/Pass

24. New Business- None

PUBLIC COMMENT: *Chairperson Snodgrass thanked Tim and Michelle for a job well done; and Chad Hunter for the great job he does with roads. Further, she wished Mr. Seipts well as Trustee in District #1.*

CLOSED SESSION: *None*

Trustee Johnson moved to adjourn; seconded by Trustee Kidd. Motion approved by voice vote. Meeting adjourned at 6:38 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.

25. Public Comment –
Robbin Snodgrass

26. Closed Session - None

27. Adjourn