

VILLAGE OF MACHESNEY PARK, ILLINOIS
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings ~ Regular Meeting, September 18, 2017

The meeting was called to order at 6:00 PM by Mayor Steve Johnson. Pastor Lenzendorf from First Born Ministries of Machesney Park gave the Invocation, which was followed by the Pledge of Allegiance led by Trustee James Kidd.

Present: Mayor Steve Johnson, Trustees Joe Seipts, Jake Schmidt, James Kidd, Aaron Wilson, Terri Bailey and Erick Beck

Also

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

The Journal of Proceedings for the Regular Board Meeting from September 5, 2017 was approved per typewritten copies submitted by the Clerk on a motion by Trustee Wilson 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 as of September 11, 2017, the total of all funds was \$10,993,949.70. A copy of the treasurer's report is available at the back of the room along with the Annual Treasurer's Report as of April 30, 2017. Further, she reported that as of September 3, the Village has pledged collateral covering 151% of current bank balances which exceeds the required 110%. A motion was made by Trustee Kidd and seconded by Trustee Bailey to accept the Treasurer's Report and place it on file for audit. Motion carried by voice vote.

2. Treasurer's Report

Clerk Mitchell welcomed Peggy Mangiaforte from the Daughters of the American Revolution who accepted a Mayoral Proclamation for U.S. Constitution Week from Mayor Johnson. The Proclamation was read by Trustee Bailey. Ms. Mangiaforte thanked the Village for celebrating Constitution Week with the DAR.

3. Communications

Trustee Wilson presented the warrant in the amount of \$824,189.49 and moved for its approval; seconded by Trustee Kidd. Motion approved. On roll call: 6 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, and Beck), 0 nays, 0 absent

4. Warrant/Approved

ADMINISTRATIVE REPORTS

5. Administrative Reports

Mayor Johnson reported to the Board about the Ribbon Cutting at Pita Pit and the Groundbreaking at the TLC facility. He expressed his excitement for all the positive things that are happening in the Village of Machesney Park. Further, he thanked Engineer Chris Dopkins, Attorney Tom Green, Community Development Director James Richter and Village Administrator Tim Savage for all the hard work they put into the fulfillment of these exciting projects. He reported that he will be attending the Illinois Municipal League Conference in Chicago where he will be able to network with Illinois communities and their leadership.

6. Mayor's Report

Attorney Green had no report this evening.

7. Attorney's Report

Village Administrator Tim Savage had no report this evening.

8. Village Administrator

Finance and HR Manager Michelle Johannsen reported that Sickich had completed and provided information for the Annual Audit reports. She introduced Jim Savio from Sikich LLP who presented the FY2016-2017 Audit Presentation. Mr. Savio thanked Tim Savage and Michelle Johannsen for all their assistance throughout the entire audit. He thanked Michelle for being so

9. Finance/HR Manager

prepared and for the great work she and her team does. He pointed out highlights of the Annual Financial Report, as well as communication deficiencies, internal controls and comments to management. He also offered to answer questions, but there were none.

Trustee Kidd made a motion to accept the Audit Report and place it on file; seconded by Trustee Schmidt. Motion approved by voice vote.

Community Development Director James Richter II *reported that the KFC facility is rebuilding as a KFC only (not Long John Silvers). They plan to start construction this fall. Further, he reported that the new Dunkin Donuts at Harlem and North Second Street and the Ross's Dress for Less are under construction. The both plan to open by Thanksgiving.*

Public Works Superintendent Chad Hunter *had no report this evening.*

Village Engineer Chris Dopkins *provided an update on ongoing road projects throughout the Village. He also spoke about the road realignment and construction that is happening by the TLC facility. He further reported about the APP Demolitions that are expected to be completed by next week.*

Harlem High School Student Liaison Tambryn Hecox *reported that there is a lot of activity happening at Harlem. The Girls Powerpuff Team is gearing up for Homecoming Week along with the Senior Boys Dance Team. Student Council is decorating every Wednesday night for Homecoming. The Homecoming Dance is October 14. Fall Play Tryouts are coming up and Parent/Teacher Conferences next week. Last Thursday Harlem High School sent approximately 25 students to a Leadership Conference. She attended and felt it was very worthwhile.*

Public Safety Supervisor, Lt. Doug Bushman *reported that from September 1, 2017 through September 14, 2017, there were 918 total calls for service by the Machesney Park Division of the Sheriff's Department 260 reports were taken and there were 264 arrests. He also reported that the Sheriff's Department participated with KNIB this past weekend in the Practice Velocity parking lot. More than 600 cars came through to drop off outdated prescriptions which equaled more than 78 pounds of narcotics being collected.*

COMMITTEE AND TRUSTEE REPORTS

District #1 Trustee Seipts *had no report this evening.*

District #2 Trustee Schmidt, Public Improvements and Safety Vice-Chairman *had no report this evening.*

District #3 Trustee Kidd, Public Improvements and Safety Chairman, *reported the Public Improvement and Safety Committee met this evening and approved one resolution to go to the October 2 Board Meeting and one negative recommendation for the Centaur Drive stop sign that will also go to the next Board Meeting.*

District #4 Trustee Wilson, Administrative and Finance Chairman, *reported the A&F Committee met this evening and approved warrants, an ordinance that will go to the October 2 Board Meeting with a positive recommendation and one resolution which will be on the Consent Agenda this evening. He also reported he will be presenting and facilitating at the IML Conference and thanked Clerk Mitchell for her encouragement to participate.*

District #5 Trustee Bailey, Planning and Economic Development Vice-Chairperson, *reported she attended the Annual VietNow Candlelight Remembrance Ceremony which was held at Loves Park City Hall last Friday evening. She reported it was a very humbling experience and recommended it for all to attend.*

Accept Audit and Place on File

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

20. District #5 Report

District #6 Trustee Beck, *Planning and Economic Development Chairman*, thanked Lt. Bushman and his staff for monitoring the rolling stops at stop signs in the Village.

CONSENT AGENDA* - Mayor Johnson 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 27-17, Variance in Rear Yard Setback for 6280 Timberlyne Way, First Reading
- B. Ordinance 29-17, Text Amendment to Commercial and Industrial Table of Uses to Add Parks and Recreational Areas, First Reading
- C. Ordinance 30-17, Special Use Permit for a Park in the CG District, 930 Minns Drive, First Reading
- D. Ordinance 31-17, Text Amendment to Add "Pet Services" Use Category, First Reading
- E. Ordinance 32-17, Text Amendment to Add Requirement to Apply and Obtain Permits for Sheds, Decks, and Fences, First Reading
- F. Resolution 59-R-17, Authorize Rockford Mass Transit District Intergovernmental Agreement
- G. Resolution 61-R-17, Approve Group Health Insurance with Blue Cross Blue Shield

Mayor Johnson asked if there were items any Trustee would like removed from the Consent Agenda to be considered separately.

Trustee Beck asked that Item E. Ordinance 32-17, Text Amendment to Add Requirement to Apply and Obtain Permits for Sheds, Decks, and Fences, First Reading. The item was removed and placed under Unfinished Business.

The Consent Agenda was accepted as amended.

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

UNFINISHED BUSINESS:

Mayor Johnson called for a motion to approve Ordinance 32-17, Text Amendment to Add Requirement to Apply and Obtain Permits for Sheds, Decks, and Fences, First Reading. Trustee Beck made a motion to return this item back to committee; seconded by Trustee Kidd. Discussion: Trustee Wilson asked what the reasoning was for returning this item to committee. Trustee Beck stated that it is not clear enough and he wants to make sure the citizens and contractors are taken care of. The motion failed on roll call vote. 2 ayes (Trustees Kidd and Beck), 5 nays (Trustees Seipts, Schmidt, Wilson, Bailey, and Mayor Johnson), and 0 absent

Mayor Johnson called for a motion to approve Ordinance 32-17, Text Amendment to Add Requirement to Apply and Obtain Permits for Sheds, Decks, and Fences, First Reading. Trustee Wilson made the motion; seconded by Trustee Bailey. No Discussion. The motion was approved by roll call vote. 6 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, and Mayor Johnson), 1 nay (Trustee Beck), and 0 absent

NEW BUSINESS - None

21. District #6 Report

22. Consent Agenda

Approved:
Ordinance 27-17, 1st
Ordinance 29-17, 1st
Ordinance 30-17, 1st
Ordinance 31-17, 1st
Resolution 59-R-17
Resolution 61-R-17

23. Unfinished Business

Ordinance 32-17, Return to Committee – Failed

Ord 32-17 First Reading
Passed

24. New Business

PUBLIC COMMENT - None

CLOSED SESSION - None

Trustee Schmidt moved to adjourn; seconded by Trustee Kidd. Motion approved by voice vote. Meeting adjourned at 6:30 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

26. Closed Session

27. Adjourn