

**VILLAGE OF MACHESNEY PARK, ILLINOIS**  
**HELD IN THE FRANK G. BAUER MUNICIPAL HALL**  
*Journal of Proceedings ~ Regular Meeting, October 2, 2017*

The meeting was called to order at 6:00 PM by Mayor Steve Johnson. Youth Pastor Corey Whitford, Riverside Community Church of Machesney Park gave the Invocation, which was followed by the Pledge of Allegiance led by Trustee Aaron Wilson.

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  
Public Safety Supervisor, Lieutenant Doug Bushman

The Journal of Proceedings for the Regular Board Meeting from September 18, 2017 was approved per typewritten copies submitted by the Clerk on a motion by Trustee Wilson and seconded by Trustee Schmidt. Motion carried by voice vote.

Finance and Human Resources Manager Michelle Johannsen reported that the Treasurer's report as of September 26, 2017, showed the total of all funds was \$11,134,738.63. A motion was made by Trustee Wilson 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 received notice from Charter Communications that they will no longer be carrying the programming for the Sportsman Channel on Channels 309 and 679 (HD) and Eleven Sports (formerly One World Sports) on Channels 298 and 758 (HD). Further, Comcast SportsNet Chicago channel is also rebranding and will now be known as NBCS Chicago, the channel numbers 29, 320 and 663 (HD) will remain the same.

Further, Clerk Mitchell reported that Student Liaison Tambyn Hecox had a Tennis Meet tonight, but texted her report as follows: There's a Pep Assembly this Thursday at 7pm, Girls Powder Puff is next Tuesday at 4:30 pm and the Homecoming Dance is October 14<sup>th</sup>. The Boys Varsity Football Team has had two big wins and will play Belvidere on Friday.

Trustee Wilson presented the warrant in the amount of \$1,035,278.64 and moved for authorization; seconded by Trustee Beck. Motion approved. On roll call: 6 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, and Beck), 0 nays, 0 absent

**ADMINISTRATIVE REPORTS**

**Mayor Johnson** noted his sympathy and concern for the friends and family of the victims in the incident that occurred in Las Vegas. Further, he reported about the IML Conference and how much he appreciated attending and making new acquaintances and networking with other municipal officials. He thanked Clerk Mitchell and Trustee Wilson for representing the Village by moderating several sessions at the IML. He encouraged others to attend next year .

**Attorney Green** had no report this evening.

**Village Administrator Tim Savage** had no report this evening.

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

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

1. Minutes Approved
2. Treasurer's Report
3. Communications
- Student Liaison Report
4. Warrant/Approved
5. Administrative Reports
6. Mayor's Report
7. Attorney's Report
8. Village Administrator
9. Finance/HR Manager
10. Comm. Dev Dir

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

**Village Engineer Chris Dopkins** *provided an update on ongoing road projects throughout the Village.*

**Harlem High School Student Liaison Tambryn Hecox** *texted her report to Clerk Mitchell due to a commitment with the Harlem High School Tennis Team.*

**Public Safety Supervisor, Lt. Doug Bushman** reported that from September 15, 2017 through September 28, 2017, there were 897 total calls for service by the Machesney Park Division of the Sheriff's Department 233 reports were taken and there were 275 arrests. *Trustee Wilson asked about the impact the Winnebago County cuts will have on the Village Police Staffing. Lt. Bushman reported that it would have no impact other than there could possibly be some changes in staffing due to less tentured staff being relieved and replaced with more senioered officers. VA Savage reported that the Village has a signed contract with the County for police services indicating a certain number of sworn officers and detectives. Further, if it does work out that the 911 Center is merged with the City of Rockford, there are numerous details that will have to be worked out that have not been decided yet. We do have a line item for 911 Services of approximately \$157,000 that goes directly to the Sheriff's Department and it is yet to be determined how that payment would be made or how the service would be administered.*

#### COMMITTEE AND TRUSTEE REPORTS

**District #1 Trustee Seipts** *reported he attended the IML Conference and learned a lot. He said it was very informational and he enjoyed being there. He further noted that he appreciated the assistance of Clerk Mitchell, Trustee Wilson, Mayor Johnson and VA Savage for their assistance in showing him around during his first experience at IML.*

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

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

**District #4 Trustee Wilson, Administrative and Finance Chairman,** *reported the A&F Committee met this evening and authorized payment of warrant that is on tonight's agenda. He also noted that there is a need for blood to assist with the injuries in Las Vegas; the Octoberfest is coming up at Loves Park City Hall this coming Friday night and Saturday; October 14 at 9am is Nick's Homerun which is a fundraiser for young adults 18-21 who are battling cancer; Breast Cancer Awareness Month is October with the Victory Lap Lunch is Saturday October 14 from 10:30-1:00 at Forest Hills Country Club. Tickets are \$25 at Crimson Ridge.*

**District #5 Trustee Bailey, Planning and Economic Development Vice-Chairperson,** *Had no report this evening.*

**District #6 Trustee Beck,** *thanked VA Savage and all those involved for the Abandoned Home Program. He reported about the positive phone calls he received for getting these properties cleaned up.*

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, Final Reading
- B. Ordinance 29-17, Text Amendment to Commercial and Industrial Table of Uses to Add Parks and Recreational Areas, Final Reading

- 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
- 21. District #6 Report
- 22. Consent Agenda

- C. Ordinance 30-17, Special Use Permit for a Park in the CG District, 930 Minns Drive, Final Reading
- D. Ordinance 31-17, Text Amendment to Add “Pet Services” Use Category, Final Reading
- E. Ordinance 32-17, Text Amendment to Add Requirement to Apply and Obtain Permits for Sheds, Decks, and Fences, Final Reading
- F. Ordinance 36-17, Authorizing Budget Amendment for Fiscal Year 2017-2018, First Reading
- G. Resolution 62-R-17, Authorizing Engineering for 2018 Capital Improvement Projects
- H. Resolution 63-R-17, Authorizing the Installation of Stop Signs on Centaur Drive at Terrang Trail.

Approved:  
Ordinance 27-17, Final  
Ordinance 29-17, Final  
Ordinance 30-17, Final  
Ordinance 31-17, Final  
Resolution 62-R-17

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, Final Reading. The item will be removed and placed under Unfinished Business.

Remove 31-17

Trustee Bailey asked that Item H. Resolution 63-R-17, Authorizing the Installation of Stop Sign on Centaur at Terrang Trail be removed. The item will be removed and placed under Unfinished Business.

Remove 63-R-17

The Consent Agenda was accepted as amended.

Mayor Johnson called for a motion to approve all remaining items under the Consent Agenda as presented. The motion was made by Trustee Schmidt and seconded by Trustee Bailey. 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

Approved Consent Items

**UNFINISHED BUSINESS:**

23. 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, Final Reading. The item was removed from the Consent Agenda and placed under Unfinished Business.** Trustee Schmidt made a motion for approval; seconded by Trustee Seipts. **Staff Report: Community Development Director James Richter II reported this ordinance was brought about to add three words to the code under Permits and Fees requiring permits be obtained when constructing sheds, decks and fences. The wording was changed because of needs in the enforcement area when people did not seek a permit. The Village did not have the language in the ordinance to properly prosecute. No fees were changed; this just clarified that permits are required for these items. Discussion: Trustee Kidd asked if a permit was required for residents who are replacing a couple pickets or things like that? Dir. Richter reported that his understanding is that maintenance for these items does not require a permit. The motion passed on roll call vote. 6 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, and Mayor Johnson), 1 nay (Trustee Beck), and 0 absent**

Ordinance 32-17/  
Approved

**Mayor Johnson called for a motion to approve Resolution 63-R-17, Authorizing the Installation of Stop Sign on Centaur at Terrang Trail.** Trustee Kidd made the motion; seconded by Trustee Schmidt. Staff Report: Public Works Superintendent Chad Hunter reported . **Staff Report: Public Works Superintendent Chad Hunter explained a request for the installation of a multi-way stop at the intersection of Terrang Trl and Centaur Dr. was discussed at the July 17th PISC meeting. At that meeting the request did not receive support for its approval but has been requested to be brought back again for a formal vote. The Intersection is currently a two-way stop with traffic stopping on Terrang Trl in both the east and west bound lanes at that intersection. Village ordinance 12.204, Authority for Traffic Control Devices, regulates when and where the Village shall place stop signs and yield signs within the Village. Village ordinance states that all traffic signage in the Village shall conform to the current edition of the MUTCD (Manual on Uniform Traffic Control Devices) as published by the U.S. Department of Transportation, Federal Highway Administration.**

*The MUTCD lists criteria to determine if an intersection is a candidate for an installation of a multiway stop. A multi-way stop shall be warranted if: they are installed as an interim measure while traffic signals are being installed, installed where five or more reported crashes in a 12 month period can be corrected by a multi-way stop, and where traffic volume exceeds 300 cars per hour on an average day. The speed limit on both Terrang Trl and Centaur Ln. is 30 mph and the intersection does not exceed 300 cars per hour neither of which exceeds the criteria set by the MUTCD.*

*Staff has researched this intersection and found that there have been 2 accidents in the last ten years. Those two accidents occurred on September 11, 2014 and on January 18, 2009. The police report from the 2014 accident states that the driver of the vehicle at fault for the accident was traveling east on Terrang Trl and as he was approaching the stop sign he slowed and was looking south but failed to look north and when he went through the stop sign he collided into the passenger side of the approaching vehicle. The driver of that vehicle was found to be at fault for not stopping at that intersection and was ticketed for disobeying a stop sign and failure to reduce speed to avoid an accident. The second accident which occurred in 2009 was a one car accident which involved a car running off the road at that intersection and hitting a light pole at the southeast corner. The report states that she had run off the road due to a slippery roadway but the driver was also cited for a DUI after failing a field sobriety test.*

*Further, Mr. Hunter explained that in accordance with the Village's ordinance and due to the lack of support for the required criteria from the MUTCD for installation of a multi-way stop, Village staff does not recommend the installation of a multi-way stop at the intersection of Terrang Trl and Centaur Dr. This matter was up twice in recent months. On July 17th of this year and did not receive any support and on September 18 it failed to receive a positive recommendation after a formal vote was taken.*

Discussion: Trustee Kidd stated that there are two people in the audience that live in the area in this concern. He asked that the Board allow them to plead their case. Clerk Mitchell noted that the Board Policy has been if an individual wishes to address the Board regarding an item that is on the agenda, they complete a request form and present it to the Clerk prior to the Board Meeting. Trustee Kidd made a motion to waive this provision and allow the individuals to speak at this time; seconded by

Trustee Beck. Motion approved on roll call vote. 4 ayes (Trustees Schmidt, Kidd, Beck and Mayor Johnson), 3 nays (Trustees Seipts, Wilson, and Bailey), and 0 absent

Resident Aaron Hafferty who lives on Terrang Trail explained that he feels there is definitely a misuse by traffic in this area which is not stopping at the stop sign because people do not pay attention thinking this is a four-way stop. He further stated that that the Centaur is a drag strip and there is a bus stop there as well. Terrang Trail Resident Leanne Alexander confirmed Mr. Hafferty's points. In addition, she explained that she runs a daycare in her home and it is dangerous for the children. Further discussion: Trustee Kidd asked that government be proactive and not reactive in this case. He also noted he witnessed a car stop and then pull out in front of a car.

The motion failed on roll call vote. 3 ayes (Trustees Schmidt, Kidd and Beck), 4 nays (Trustees Seipts, Wilson, Bailey and Mayor Johnson), and 0 absent

**NEW BUSINESS - None**

**PUBLIC COMMENT - None**

**CLOSED SESSION - None**

**Trustee Wilson 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.

24. New Business

25. Public Comment

26. Closed Session

27. Adjourn