

VILLAGE OF MACHESNEY PARK, ILLINOIS
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings ~ Regular Meeting, November 6, 2017

The meeting was called to order at 6:00 PM by Mayor Steve Johnson. Pastor Heath Tibbets from First Baptist Church of Machesney Park gave the Invocation, which was followed by the Pledge of Allegiance led by Trustee Joe Seipts.

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

Absent: Trustee 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 October 16, 2017 was approved per typewritten copies submitted by the Clerk on a motion by Trustee Kidd and seconded by Trustee Bailey. Motion carried by voice vote.

1. Minutes Approved

Finance and Human Resources Manager Michelle Johannsen reported that the Treasurer's report as of October 30, 2017, showed receipt of MFT Funds in the amount of \$45,350.78 and a total of all funds as \$11,968,789.55. A copy of the treasurer's report is available at the back of the room. 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.

2. Treasurer's Report

Clerk Lori Mitchell (a member of the Rock River Homeless Coalition Public Relations and Membership Committee) introduced Miranda Puskar from Carpenter's Place who accepted a Proclamation from Mayor Johnson for National Hunger and Homelessness Awareness Week which was read by Trustee Joe Seipts. Ms. Puskar thanked the Village for its recognition of the seriousness of homelessness in our communities.

3. Communications

Trustee Wilson presented the warrant in the amount of \$1,785,335.87. He noted that in the warrant is the liability insurance renewal through IMLRMA which reflects an increase of \$2,400 and is due to the addition of a vehicle to the coverage. Further, Tr. Wilson moved for authorization of the warrant; seconded by Trustee Schmidt. Motion approved. On roll call: 6 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, and Bailey), 0 nays, 1 absent (Trustee Beck)

4. Warrant/Approved

ADMINISTRATIVE REPORTS

5. Administrative Reports

Mayor Johnson expressed condolences on behalf of the Village to the family and friends of Rockford Police Officer Jamie Cox who gave the ultimate sacrifice in the line of duty.

6. Mayor's Report

Further, he extended sympathies to the family of Trustee Joe Seipts whose mother-in-law passed away unexpectedly last week.

He announced and congratulated Trustee Aaron Wilson who received a First Place Award for What Rocks 2017 for Best Local TV Personality presented by the Rockford Register Star.

He reported that Rock River Service was named the 2017 Business of the Year at the Park's Chamber of Commerce Annual Dinner on October 26 and Paul "Chops" Wollenburg was named 2017 Volunteer of the Year for his dedication to the Young at Heart Festival for many years. Chicago Blackhawks Eddie Olczyk was the keynote speaker and was very inspirational.

He reported on the success of the First Annual Fall Fest that was coordinated by the Parks Chamber and Machesney Park Village. He noted that over 1,000 children plus parents attended the event. He thanked the businesses and municipalities who shared their trucks for the kids to check out. Thanks to Meijer who donated all the gift cards for the prizes for the Goblin Egg Hunt and the Costume Contest. Further, he thanked everyone who helped with the planning and volunteered at the event. He noted how much it meant that wife of our late Mayor Frank Bauer, Shirley Bauer and her daughter Janine stopped by the event to show their support.

Attorney Green had no report this evening.

Village Administrator Tim Savage had no report this evening.

Finance and HR Manager Michelle Johannsen noted that included in this evening's packet is the Quarterly Investment Report as of October 18, 2017 as required by the Village's Investment Policy. Total interest earned over the past quarter was \$15,689; which was \$8k higher than the prior quarter due to a combination of increased interest rates across all accounts and all banks and higher balances.

The past quarter had 3 CD's mature: 1) The CD at Northwest bank matured on 10/1/17 and \$135k was reinvested with Rock Valley Credit Union at a rate of 1.41%. 2) The CD at RVCU matured on 8/8/17 and was transferred to a money market account for liquidity. 3) The CD at Northwest bank matured on 8/8/17 and \$655k was reinvested at Associated bank at a rate of 1.41%.

She reported she met with Blackhawk Bank and by merging some accounts and opening a new sweep account, we were able to maximize the interest earned on all accounts and all interest rates were changed to a tiered system based on the balance in the account...most accounts are currently earning 1% and the MFT account is earning 0.55% based on the current balance. With the changed system, interest rates are in-line with the benchmark rate.

She noted that if there are any questions she'd be happy to respond to those. There were no questions.

Community Development Director James Richter II had no report.

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 reported the Illinois 251 Service Drive, the contractor has paved the roadways. Just a reminder, the first lift goes in this year, give it a winter to go through settling and next year the final surface will be added. The contractor is grading and paving driveways this week. Once that is done, they will do the final restoration.

Town Center: There are a few minor punch list items at the site. Those will be done this week and that will wrap up our project there. The contractor for TLC has taken over the site and things are beginning to take a little shape. Materials have been moved in and if you go there you will be able to see the footprint of the building. It's very exciting. The contractor will be working on the entrance at Roosevelt Road during the next week or so. There will be a lane closure in place during that time.

Flood Demos: The contractor has completed all the punch list items and the final document review is occurring at this time. They foresee a final pay request coming forth in the next few weeks. Same thing with the APP Demos...the contractor has completed most of the punch list and a final pay request will be on the next warrant.

7. Attorney's Report
8. Village Administrator
9. Finance/HR Manager

10. Comm. Dev Dir
11. Public Works Supt.
12. Village Engineer

Harlem High School Student Liaison Tambryn Hecox reported that Fall Sports have concluded and this Thursday evening the High School will host the Winter Sports Preview at 6:30 p.m. Graduation is beginning to take shape and Seniors will be ordering caps and gowns at the end of this week.

Public Safety Supervisor, Lt. Doug Bushman reported that from October 13, 2017 through November 2, 2017, there were 1,287 total calls for service by the Machesney Park Division of the Sheriff's Department 303 reports were taken and there were 398 arrests.

COMMITTEE AND TRUSTEE REPORTS

District #1 Trustee Seipts thanked everyone who expressed their condolences at the death of his mother-in-law.

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 that the elected officials received a letter from individuals about the stop sign issue in the Centaur/Terrang Trail area. He encouraged someone who voted yes on the defeated issue will bring it back for reconsideration.

District #4 Trustee Wilson, Administrative and Finance Chairman, asked that there be a moment of silence for our Fallen Officer Jamie Cox. **A Moment of Silence was Observed.**

Further, he reported the A&F Committee met this evening and authorized payment of warrant that is on tonight's agenda. He also noted that the committee recommended approval one ordinance and two resolutions that will go to the November 20 Board Meeting with a positive recommendation.

He also reported about the First Born Ministries Trunk or Treat Event. He reported the Church welcomed over 5,000 guests at this year's event.

He also reported he was privileged to be part of the KNIB Fundraiser this year. They are doing a Capital Project to build a Stand-Alone Building for educational programs and house a lot of the recyclables they bring in.

Yesterday he attended the Bowl-a-thon for Rockford Ice Hogs. They were raising money for Brevember to bring awareness to Men's Cancer.

Reported that the Light Up the Parks Parade is coming up on November 19.

Further, he reported that he received two phone calls from residents about leaf burning. There is much concern as November is a burn month and it impacts many residents with breathing issues. He expressed that it might be time to revisit the burning question.

District #5 Trustee Bailey, Planning and Economic Development Vice-Chairperson, reported the Planning and Economic Development Committee met this evening and moved forward three ordinances with positive recommendations to the November 20 Board Meeting and one ordinance will move to the November 20 Board Meeting with a negative recommendation.

District #6 Trustee Beck, Planning and Economic Development Chairman, left no report this evening.

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

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 34-17, Creating a Text Amendment to Zoning Code, Industrial Design Standards Applicability, Final Reading
- B. Ordinance 37-17, Issuance of a Class "C" Liquor License, 8289 Burden Road and Amends the Code to Increase Number of Class "C" Licenses to one license, Final Reading
- C. Resolution 69-R-17, Provides for the Adoption of a Building Permit Fee Schedule
- D. Ordinance 42-17, Modifies the Village Code to Update Building Codes, First Reading
- E. Resolution 64-R-17, Issuance of a Driveway Variance Permit at 4824 Pine Al Drive

Mayor Johnson asked if there were items any Trustee would like removed from the Consent Agenda to be considered separately. There were none. The Consent Agenda was accepted as presented.

Mayor Johnson called for a motion to approve all items under the Consent Agenda as presented. The motion was made by Trustee Wilson and seconded by Trustee Schmidt. The motion was approved by roll call vote. 6 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, and Mayor Johnson), 0 nays, and 1 absent (Trustee Erick Beck)

UNFINISHED BUSINESS - None

NEW BUSINESS - None

PUBLIC COMMENT –

- 1) *Jamie Lappin, Hans Lane, spoke to the Board about his concerns with traffic issues in the Hans, Terrang Trail, Centaur area and hazards to children. He had previously sent a letter of concern to elected officials and used this opportunity to readdress the concern.*
- 2) *Michelle Clark, Hans Lane, spoke to the Board about her concerns with the traffic issues in the Hans, Terrang Trail, Centaur area and her fear for her children when walking to the school bus stop.*

CLOSED SESSION - None

Trustee Wilson moved to adjourn; seconded by Trustee Seipts. Motion approved by voice vote. Meeting adjourned at 6:29 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.

22. Consent Agenda

Approved:

Ordinance 34-17
Ordinance 37-17
Resolution 69-R-17
Ordinance 42-17, First Rdg
Resolution 64-R-17

Approved Consent Items

23. Unfinished Business

24. New Business

25. Public Comment

26. Closed Session

27. Adjourn

UNOFFICIAL MINUTES