

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

The meeting was called to order at 6:00 PM by Mayor Steve Johnson. Trustee Aaron Wilson gave the Invocation, which was followed by the Pledge of Allegiance led by Trustee Terri Bailey.

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

Absent: Trustee James Kidd

Also

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

The Journal of Proceedings for the Regular Board Meeting as amended from December 4, 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.

1. Minutes Approved

Treasurer Bradley Robison reported that the Treasurer's report *as of December 11, 2017, reflects the total of all funds at \$9,683,798.43*. A motion was made by Trustee Wilson and seconded by Trustee Beck to accept the Treasurer's Report and place it on file for audit. Motion carried by voice vote.

2. Treasurer's Report

Clerk Mitchell reported that the Village merchants were very generous this year with the prizes they donated to the Holiday Lighting Contest. Prizes were provided by the following businesses in Machesney Park: Servicom, Trickie Enterprises (Ike and Lisa Trickie), Blackhawk Bank, Meijer, Adele Professional Staffing, Complete Nutrition, Northwest Bank, Pita Pit, Q-Nail Spa, Great Clips, Pot Belly, By the Dozen Bakery, Buffalo Wild Wings, Starbucks, and Beef-a-Roo. In addition, she announced the top three homes. They are Third Place – The Allen Residence, 8533 Elm Avenue; Second Place – The Morris Residence, 8532 Elm Avenue; and First Place – The Gresty Residence, 8414 North Alpine Road. Again, she thanked the merchants in the Village and wished everyone a very Merry Christmas and a Happy New Year. Our next meeting will be Tuesday, January 2, 2018.

3. Communications

Trustee Wilson presented the warrant in the amount of \$756,054.63 and moved for authorization of the warrant; seconded by Trustee Schmidt. Motion approved. On roll call: 5 ayes (Trustees Seipts, Schmidt, Wilson, Bailey and Beck), 0 nays, 1 absent (Trustee Kidd)

4. Warrant/Approved

ADMINISTRATIVE REPORTS

5. Administrative Reports

Mayor Johnson announced that Village Clerk Lori Mitchell recently received the prestigious Clerk of the Year Award from Northwestern Illinois Municipal Clerks Association. He further reported about the events he had attended during the last two weeks that included, the Parks Chamber Member Holiday Open House, The Crime Commission Meeting, Grand Opening of Happy Wok/Broasters Chicken, Dunkin Donuts. He welcomed both the new businesses to the Village.

6. Mayor's Report

Further, he placed the name of Scott Heidemann in nomination to fill the vacancy left by the retirement of David Harmon who served over 30 years on the Planning and Zoning Commission. The Board will be asked to approve this appointment at the January 2 Board Meeting. Finally, he wished everyone a very Merry Christmas and a safe and Happy New Year.

Attorney Green wished everyone a Merry Christmas and Happy New Year.

Village Administrator Tim Savage announced that **Pete Dal Pra** received a promotion to Lieutenant last week and congratulated him on this accomplishment. Further, he wished everyone a Merry Christmas and Happy New Year.

Finance and HR Manager Michelle Johannsen wished everyone a Merry Christmas and Happy New Year.

Community Development Director James Richter II wished everyone Happy Holidays and announced that the Village's Destination Machesney Facebook page is reaching over 13,000 viewers.

Public Works Superintendent Chad Hunter had no report this evening

Village Engineer Chris Dopkins reported that construction season is done and the final paperwork is being completed. He thanked the Village for allowing **McMahon** to serve as Village Engineer and wished everyone a Merry Christmas and Happy New Year.

Harlem High School Student Liaison Tambryn Hecox reported that Talent Show tryouts occurred and students are completing finals this week. Further, she thanked the Village for allowing her to judge the lighting contest. She and her mother had a great time seeing all the lights in the Village. Further, she wished everyone a Merry Christmas and Happy New Year.

Public Safety Supervisor, Lt. Pete Dal Pra reported that from December 1, 2017 through December 14, 2017, there were 917 total calls for service by the Machesney Park Division of the Sheriff's Department and 272 reports were taken.

He further reported that the community is invited to attend an event called Hot Chocolate with a Cop at Starbucks on December 27th from 10:30 a.m. until 11:30 a.m. at the Starbucks on Route #173. Bring the kids to meet Winnebago County Sheriff's Deputies, chat or ask questions and enjoy a free cup of hot chocolate. Further, he wished everyone a Merry Christmas and Happy New Year.

COMMITTEE AND TRUSTEE REPORTS

District #1 Trustee Seipts reported he had the opportunity to assist at the Helping Hands Toys distribution on December 9. He was very moved by the excitement of the children, their parents and grandparents. He also wished everyone a Merry Christmas and Happy New Year.

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

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

District #4 Trustee Wilson, Administrative and Finance Chairman, reported that the A&F Committee met this evening and had a positive recommendation to approve Ordinance 45-17, Amending Chapter 7, Other Provisions, Policy Prohibiting Sexual Harassment and authorize Resolution 74-R-17, Approve Personnel Policies Manual, Revision #3, Policy Prohibiting Sexual Harassment. The ordinance will go to tonight's meeting for first reading and the resolution will go to the January 2 Board Meeting each with a positive recommendation. He also reported that tomorrow is the last Nickle Tuesday at Kelly Williamson to benefit Salvation Army. Further, he wished everyone a Merry Christmas and Happy New Year.

7. Attorney's Report
8. Village Administrator
9. Finance/HR Manager
10. Comm. Dev Dir
11. Pub 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

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

District #6 Trustee Beck, Planning and Economic Development Chairman, reported he was having family flying in for the holidays and hoped the same for all residents of Machesney Park. He wished everyone a Merry Christmas and Happy New Year.

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 40-17, Text Amendment to Zoning Code Article 16, Sec. Z-78, Electronic Message Boards, First Reading
- B. Ordinance 41-17, Variance in Lot Width at 11180 Bertram Road, First Reading
- C. Ordinance 45-17, Amending Chapter 7, Other Provisions, Policy Prohibiting Sexual Harassment, First Reading
- D. Resolution 65-R-17, Right-of-Way Dedication Plat, Baldwin Drive
- E. Resolution 66-R-17, Right-of-Way Dedication Plat, East Mall Drive
- F. Resolution 73-R-17, Approve an Option to Lease Agreement with Cenergy for 12.94 Acres Owned by the Village

Mayor Johnson asked if there were items any Trustee would like removed from the Consent Agenda to be considered separately. There were no items removed from the Consent Agenda. 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 Beck and seconded by Trustee Bailey. The motion was approved by roll call vote. 6 ayes (Trustees Seipts, Schmidt, Wilson, Bailey, Beck and Mayor Johnson), 0 nays, and 1 absent (Trustee Kidd.)

UNFINISHED BUSINESS - None

NEW BUSINESS - None

PUBLIC COMMENT - None

CLOSED SESSION - None

Trustee Wilson moved to adjourn; seconded by Trustee Bailey. Motion approved by voice vote. Meeting adjourned at 6:20 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.

20. District #5 Report

21. District #6 Report

22. Consent Agenda

Approved:

Ordinance 40-17

Ordinance 41-17

Ordinance 45-17

Res 65-R-17

Res 66-R-17

Res 73-R-17

Approved Consent Items

23. Unfinished Business

24. New Business

25. Public Comment

26. Closed Session

27. Adjourn

UNOFFICIAL MINUTES