

**VILLAGE OF MACHESNEY PARK, ILLINOIS**  
**HELD IN THE FRANK G. BAUER MUNICIPAL HALL**  
**Journal of Proceedings ~ Regular Meeting, January 2, 2018**

The meeting was called to order at 6:00 PM by Mayor Steve Johnson. Pastor Rodney Lensendorf from First Born Ministries gave the Invocation, which was followed by the Pledge of Allegiance led by Trustee Erick Beck.

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  
Human Resources and Finance Manager Michelle Johannsen  
Community Development Director James Richter II  
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 from December 18, 2017 was approved per typewritten copies submitted by the Clerk on a motion by Trustee Seipts and seconded by Trustee Bailey. Motion carried by voice vote.

1. Minutes Approved

Treasurer Bradley Robison reported that the Treasurer's report reflected what the Village received in Motor Fuel Taxes as \$52, 917.46, Build Machesney Funds as \$360,812.46 and a total of all funds as of December 26, 2017 was \$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 wished everyone a Happy New Year and reported that in collaboration with Keep Northern Illinois Beautiful, the Village is accepting the disposal of live Christmas trees at a designated area at the southwest area of the Town Center Parking Lot. Trees will be accepted from January 1 through January 15. No artificial trees will be accepted.

3. Communications

Trustee Wilson presented the warrant in the amount of \$470,859.60 and moved for authorization of the warrant; seconded by Trustee Beck. 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** called for a motion to appoint Scott Heidemann to fill the vacancy left by the retirement of David Harmon who served over 30 years on the Planning and Zoning Commission.

6. Mayor's Report

A motion to appoint Scott Heidemann was made by Trustee Seipts and seconded by Trustee Schmidt. Motion approved by roll call vote. 6 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey and Beck), 0 nays, and 0 absent

Scott Heidemann PnZ  
Commissioner Approved

Further, Mayor Johnson reported that Riverside Community Church Pastor Bobby Sheets received the well-deserved Service Above Self Award from the Loves Park Rotary. He further reported about the ribbon cutting at Dunkin Donuts (they donated \$500 to the Northern Illinois Food Bank) and the ground breaking at Hennig Inc., for a \$3 million expansion.

Mayor Johnson also reported that he still is receiving health concern calls from residents regarding open burning of leaves in the Village. He is asking the Board to relook at this issue and to that end Rock River Disposal will be at the January 16 Public Improvements and Safety Committee Meeting to report on stepped-up vacuuming options for the Village to replace leaf burning.

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

**Village Administrator Tim Savage** explained that at tonight's A&F Meeting, he distributed an Agreement with Loves Park related to building inspection services so the Board and committee will have an opportunity to review prior to the next meetings. Because it is time sensitive, this IGA will come before both the A&F Committee for recommendation and Board for passage on January 16. He distributed the document.

**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** *left no report this evening.*

**Harlem High School Student Liaison Tambryn Hecox** *wished everyone a Happy New Year and reported that school will be back in session on Thursday, January 4.*

**Public Safety Supervisor, Lt. Pete Dal Pra** reported that from December 15, 2017 through December 28, 2017, there were 747 total calls for service by the Machesney Park Division of the Sheriff's Department and 194 reports were taken.

#### 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,** *had no report this evening.*

**District #4 Trustee Wilson, Administrative and Finance Chairman,** had no report this evening.

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

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

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, Final Reading
- B. Ordinance 41-17, Variance in Lot Width at 11180 Bertram Road, Final Reading
- C. Ordinance 45-17, Amending Chapter 7, Other Provisions, Policy Prohibiting Sexual Harassment, Final Reading
- D. Resolution 74-R-17, Approving Personnel Policies Manual, Revision #3, Policy Prohibiting Sexual Harassment

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
  20. District #5 Report
  21. District #6 Report
  22. Consent Agenda
- Approved:
- Ordinance 40-17  
Ordinance 41-17  
Ordinance 45-17  
Res 74-R-17

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 Wilson 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

**UNFINISHED BUSINESS - None**

**NEW BUSINESS - None**

***PUBLIC COMMENT – None***

**CLOSED SESSION - None**

**Trustee Seipts moved to adjourn;** seconded by Trustee Beck. Motion approved by voice vote. Meeting adjourned at 6:14 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.

Approved Consent Items

23. Unfinished Business
24. New Business
25. Public Comment
26. Closed Session
27. Adjourn