

VILLAGE OF MACHESNEY PARK, ILLINOIS
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings ~ Regular Meeting, February 5, 2018

The meeting was called to order at 6:00 PM by Mayor Steve Johnson. Village Clerk Lori Mitchell gave the Invocation, which was followed by the Pledge of Allegiance led by Trustee James Kidd.

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

Absent: Trustee Jake Schmidt

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
Village Engineer Chris Dopkins
Student Liaison Tambryn Hecox
Public Safety Supervisor, Lt. Pete Dal Pra

The Journal of Proceedings for the Regular Board Meeting from January 16, 2018 was approved per typewritten copies submitted by the Clerk on a motion by Trustee Bailey and seconded by Trustee Seipts. Motion carried by voice vote.

1. Minutes Approved

Finance Manager Michelle Johannsen reported that the Treasurer's report reflected a total of all funds as of January 29, 2018 as being \$10,563,736.93. A copy of the treasurer's report is available at the back of the room. A motion was made by Trustee Kidd and seconded by Trustee Seipts to accept the Treasurer's Report and place it on file for audit. Motion carried by voice vote.

2. Treasurer's Report

Clerk Mitchell extended condolences on behalf of the Village to the family of David "Skip" Gough who passed away last week. Skip is a graduate of Harlem High School, served in the US Marine Corps, owned and operated Gough Heating and Air Conditioning with his sons for many years. He was the grandfather of our Trustee Jake Schmidt's wife Brittany.

3. Communications

Further, Clerk Mitchell congratulated Littlestar Plastics for a second award of perfection from United Technologies Corporation.

Littlestar Plastics has made aerospace and functional plastic parts for 26 years. Back in 2009, it earned its first gold certification from United Technologies Corporation. In order to earn that award, companies must have no rejected parts and have 100% on-time delivery for a year. UTC also speaks with the companies Littlestar does business with, in order to ensure it has positive reviews.

"It's a big deal for them and it's a big deal for us and it's a big deal for anyone that gets Gold. It's hard to get," said Littlestar Plastics President Philip Preston.

Littlestar is only the 20th of more than 4,500 companies that supply parts to UTC to receive the award.

Trustee Wilson presented the warrant in the amount of \$527,163.65 and moved for authorization of the warrant; seconded by Trustee Kidd. Motion approved. On roll call: 5 ayes (Trustees Seipts, Kidd, Wilson, Bailey and Beck), 0 nays, 1 absent (Trustees Schmidt)

4. Warrant/Approved

ADMINISTRATIVE REPORTS

5. Administrative Reports

Mayor Johnson noted appreciation for those who sent flowers and wished their family condolences when his father, Richard Johnson, died in January.

6. Mayor's Report

He mentioned he met with representatives from Oak Street Health which is working to create a wellness fair later this spring in Machesney Park.

Attorney Tom Green had no report this evening.

Village Administrator Tim Savage had no report this evening.

Finance and HR Manager Michelle Johannsen presented the Quarterly Investment Report as of January 22, 2018, as required by the Village's investment policy. She reported the total interest earned over the past quarter was \$23,083; which was \$7k higher than the prior quarter. The federal interest rate increased and so she has reached out to the banks to see if they will increase our rates accordingly as well.

Community Development Director James Richter II reported that two new businesses have signed leases for the former Coca-Cola distributor located at Routes #173 and #251. He noted that the relocation was not associated with market conditions in the village, but the company was acquired by a larger holdings company which was tasked with consolidating facilities and closing several of them. The two businesses that will be occupying those locations will be Naturescape which will be bringing about 15 employees to the Village and Paper Recovery Service Corp. which will bring 36 employees. These businesses will be relocating from Rockford.

Public Works Superintendent Chad Hunter had no report this evening.

Village Engineer Chris Dopkins had no report this evening.

Harlem High School Student Liaison Tambryn Hecox reported that both the Harlem Dance and Cheer Teams qualified and performed at the IHSA State Meets. The Girls Bowling Team got 1st Place at Regionals and will attend Sectionals next week. Talent show tryouts are beginning this week and the actual Talent Show is scheduled for March 20.

Public Safety Supervisor, Lt. Pete Dal Pra presented no report this evening.

COMMITTEE AND TRUSTEE REPORTS

District #1 Trustee Seipts had no report this evening.

District #2 Trustee Schmidt, Public Improvements and Safety Vice-Chairman left 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 Administration and Finance Committee met this evening and recommended approval for the Warrant and two resolutions. One resolution is on tonight's agenda and the other will be presented to the Board on Tuesday, February 20.

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

District #6 Trustee Beck, Planning and Economic Development Chairman, extended condolences to the family of Betty Ehlenfeld who passed away recently. He spoke about her life and accomplishments and the impact she made on those around her.

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.

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

Administrator Tim Savage presented the items as follows:

- A. Resolution 01-R-2018, Transfer Class "A" Liquor License, Crazy Times, 1520 Glen Forest Drive
- B. Resolution 02-R-2018, Transfer Class "P" Liquor License, Crazy Times, 1520 Glen Forest Drive

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 Beck. The motion was approved by roll call vote. 6 ayes (Trustees Seipts, Kidd, Wilson, Bailey, Beck and Mayor Johnson), 0 nays, and 1 absent (Trustee Schmidt)

UNFINISHED BUSINESS - None

NEW BUSINESS - Mayor Johnson called for a motion to approve Resolution 03-R-2018, Authorizing IGA with the City of Loves Park for Building Inspections. The motion was made by Trustee Wilson and seconded by Trustee Bailey. Staff Report: Community Development Director James Richter II explained this is the agreement with the City of Loves Park for Building Inspections. The Village will receive greater revenue through Loves Park inspection costs versus what we were experiencing previously with the County. The motion was approved by roll call vote. 6 ayes (Trustees Seipts, Kidd, Wilson, Bailey, Beck and Mayor Johnson), 0 nays, and 1 absent (Trustee Schmidt)

PUBLIC COMMENT – None

CLOSED SESSION: Mayor Johnson called for a motion to go into Closed Session for the purpose of 5 ILCS 120/2.06(d), Review Closed Session Minutes and 5 ILCS 120/2(c)(1), Performance Evaluation of Personnel. Motion was made by Trustee Wilson and seconded by Trustee Kidd to go into closed session. The motion was approved by voice vote.

The Board went into Closed Session at 6:21 p.m. and returned to Open Session at 6:43 p.m.

Mayor Johnson called the open meeting back to order at 6:47 p.m.

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

Absent: Trustee Jake Schmidt

Attorney Green noted there was no action taken during the closed session and all information discussed in closed session is confidential.

Trustee Bailey moved to adjourn; seconded by Trustee Kidd. Motion approved by voice vote. Meeting adjourned at 7:05 p.m.

APPROVED:

Lori J. Mitchell, MMC
Village Clerk

23. Unfinished Business

24. New Business

25. Public Comment

26. Closed Session

27. Open Session

28. Adjourn

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.