

**VILLAGE OF MACHESNEY PARK, ILLINOIS**  
**HELD IN THE FRANK G. BAUER MUNICIPAL HALL**  
*Journal of Proceedings ~ Regular Meeting, February 20, 2018*

The meeting was called to order at 6:00 PM by Mayor Steve Johnson. Clerk Lori Mitchell 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, Aaron Wilson, and Terri Bailey

Absent: Trustee Erick Beck and Trustee James Kidd

Also

Present: Village Clerk Lori Mitchell  
Village Attorney Tom Green  
Village Administrator Tim Savage  
Human Resources and Finance Manager Michelle Johannsen  
Public Works Superintendent Chad Hunter  
Public Safety Supervisor, Lt. Pete Dal Pra

The Journal of Proceedings for the Regular Board Meeting from February 5, 2018 and the Budget Kick Off Meeting Minutes from February 5, 2018 were 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

Finance Manager Michelle Johannsen reported that the Treasurer's report reflected that the Village received \$53,161.01 in Motor Fuel Tax Funds, and \$255,238.79 in Build Machesney Roads Funds. The total of all funds as of February 13, 2018 was \$10,831,193.49. 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 Bailey 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 student artwork in the back of the room was provided by Machesney Fine Arts Academy Fifth Grade Student, Nathaniel Johnson. She thanked Nathaniel and Machesney for participating in this cooperative with the Village.

3. Communications

*Clerk Mitchell introduced Attorney Kaycee Chadwick who represented Rolando Garcia and spoke in favor of Ordinance 01-18 and Ordinance 02-18. She addressed concerns that were listed in the Findings of Fact for these ordinances.*

Atty Kaycee Chadwick

*Clerk Mitchell introduced Resident Mike Conklin from Sycamore Lane spoke regarding his concern that the applicant might misuse the zoning being considered and recommended the village lower the type of zoning for this property like Trustee Beck suggested.*

Mr. Mike Conklin

*Clerk Mitchell introduced Resident Robert Durham from Wallace Avenue spoke regarding his concern that the children could be hurt from cars test driving cars down the street.*

Mr. Robert Durham

Trustee Wilson presented the warrant in the amount of \$173,522.86 and moved its authorization; seconded by Trustee Seipts. Motion approved. On roll call: 4 ayes (Trustees Seipts, Schmidt, Wilson, and Bailey), 0 nays, 2 absent (Trustees Kidd and Beck)

4. Warrant/Approved

**ADMINISTRATIVE REPORTS**

5. Administrative Reports

**Mayor Johnson** congratulated the Harlem High School Girls Bowling Team who won the State Bowling Championship for the second consecutive year. This is the seventh state championship in the program history. He also reported he attended the Quarterly Mayor's Meeting and they discussed the 911 dispatching concerns. The Village had its Budget Kick Off Meeting on February 5. He participated in the 13<sup>th</sup> Annual Parks Chamber Business Expo and Lions Club Pancake Day. He also reported about the Target store renovation that will be occurring this spring and summer.

6. Mayor's Report

*Attorney Tom 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 left 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 left no report this evening.*

**Public Safety Supervisor, Lt. Pete Dal Pra** reported that for the month of January the Machesney Park Division of the Sheriff's Office made 401 community contacts, they conducted 667 traffic stops, issued eleven DUI's and tagged fifteen inoperable vehicles.

#### 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, left 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 one resolution and one ordinance that will go to the Board on March 5 with positive recommendations.

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

*District #6 Trustee Beck, Planning and Economic Development Chairman, left 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.

Administrator Tim Savage presented the items as follows:

- A. Ordinance 03-18, Special Use Permit for Public Utility at 7740 North Perryville Road, first Reading
- B. Ordinance 04-18, Text Amendment, Article 9 of the Zoning Code, regarding keeping Livestock and Farm Animals, First Reading
- C. Resolution 04-R-18, Authorizing Group Dental and Life Insurance Coverage
- D. Resolution 05-R-18, Accepting River Key Plat #3, Public Infrastructure

Mayor Johnson asked if there were items a 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.

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

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. 5 ayes (Trustees Seipts, Schmidt, Wilson, Bailey, and Mayor Johnson), 0 nays, and 2 absent (Trustee Kidd and Beck)

**UNFINISHED BUSINESS - None**

**NEW BUSINESS**

A. Mayor Johnson called for a motion to approve Ordinance 01-18, Zoning Map Amendment from R3 to CG, for 7624-7628 North Second Street, First Reading. The motion was made by Trustee Schmidt and seconded by Trustee Seipts. **Staff Report: Village Administrator Tim Savage noted that this staff report will address both Item A and Item B. He noted these items concern the vacant land at the southwest corner of Wallace Avenue and North Second Street. It is made up of three separate lots that are all zoned R3 and currently would allow three multi-family buildings with up to four housing units each for a total of twelve units. The petitioner is contracted to buy the property and he would like to construct a used car lot with minor auto repair accessory. The request is to change the zoning from multi-family to a commercial zoning district. Staff feels that the request does meet the finding of fact and we are recommending approval with eleven conditions. Five of these conditions come straight out of the Village Code. In addition, the Village recommends several other conditions. 1) to prohibit any excess banners, balloons and signage; 2) that there be only 22 designated stalls for vehicles for sale and those stalls be in the northeast portion of the lot as indicated on the submitted sight plan; 3) that the existing curb cut off North Second Street be abandoned and not used and that no customer parking will be allowed on Wallace Avenue [this includes the storage of cars waiting to be serviced and waiting to be picked up]; 4) that a portion of the north side of the property be deeded to the Village so the Village can construct a right hand turn lane; and 5) the Special Use for the Open Sales Lot cease upon change in ownership of the property. At the Planning and Zoning Commission, several neighbors did speak in opposition to these requests and a petition was presented signed by 38 nearby residents. Some of their concerns were addressed by the conditions and codes that exist in the Village. Regarding increased traffic on Wallace and test driving of vehicles... this is prohibited under the Open Sales Lot Regulations, Z-30, Test Driving of Vehicles on residential streets and allies is not allowed. There was also concern about lighting from the lot. That is covered under Section Z-65, all lighting shall be directed away from residential properties. The Planning and Zoning Commission voted 3-3 for both the zoning change and the special use. **Discussion:** Trustee Seipts commented about traffic generated by a car lot vs that of a twelve-unit apartment and noted that he will support these ordinances for the open sales lot.** The motion was approved by roll call vote. 5 ayes (Trustees Seipts, Schmidt, Wilson, Bailey, and Mayor Johnson), 0 nays, and 2 absent (Trustee Kidd and Beck)

B. Mayor Johnson called for a motion to approve Ordinance 02-18, Special Use Permit for Open Sales Lot, 7624-7628 North Second Street, First Reading. The motion was made by Trustee Seipts and seconded by Trustee Bailey. **Staff Report: The Staff Report for this item was presented under Ordinance 01-18 by Village Administrator Savage.** The motion was approved by roll call vote. 5 ayes (Trustees Seipts, Schmidt, Wilson, Bailey, and Mayor Johnson), 0 nays, and 2 absent (Trustee Kidd and Beck)

Attorney Green noted that to approve a Special Use Permit which is reversing the Planning and Zoning Commission ruling, the Board will need to have a Finding of Fact consistent with what the Planning and Zoning Commission generally does. He noted that he will work with Community Development Director James Richter II and Planning and Zoning Coordinator Carrie Houston to make sure they have in front of the Board a document for the Board's approval stating that you have reviewed the Findings of Fact and you agree with the Findings of Fact, etc. That technicality should be followed as it is a requirement of our Ordinance.

All Items on Consent Agenda were Approved

23. Unfinished Business

24. New Business

25. Ord 01-18, ZMA R3 to CG/Passed

26. Ord. 02-18, SUP/ Passed

Attorney Green on Second Reading Requirement

**PUBLIC COMMENT – None**

**CLOSED SESSION:** None

**Trustee Schmidt moved to adjourn;** seconded by Trustee Seipts. Motion approved by voice vote. Meeting adjourned at 6:27 p.m.

APPROVED:

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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.

- 27. Public Comment
- 28. Closed Session
- 29. Adjourn