

VILLAGE OF MACHESNEY PARK, ILLINOIS
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings ~ Regular Meeting, May 7, 2018

The meeting was called to order at 6:00 PM by Mayor Steve Johnson. Rev. Wayne Hoff from Gateway Community Church of Machesney Park gave the Invocation, which was followed by the Pledge of Allegiance led by Trustee Jake Schmidt.

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
Community Development Director James Richter II
Finance and Human Resources Manager Michelle Johannsen
Public Works Superintendent Chad Hunter
Village Engineer Chris Dopkins
Harlem High School Student Liaison Tambryn Hecox
Public Safety Supervisor, Lt. Pete DalPra

The Journal of Proceedings for the Regular Board Meeting from April 16, 2018 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.

Finance and Human Resources Manager Michelle Johannsen reported the treasurer's report as of May 1, 2018, reflected the total of all funds to be \$10,749,882.39. A copy of the report is available at the back of the room. A motion was made by Trustee Wilson and seconded by Trustee Seipts to accept the Treasurer's Report and place it on file for audit. Motion carried by voice vote.

Clerk Mitchell accepted a proclamation for International Municipal Clerks Week from Mayor Johnson which was read by Trustee Wilson.

Further, Mayor Johnson Presented a Proclamation to Trustee Beck, representing ABATE for Motorcycle Awareness Month. Trustee Beck read the Proclamation.

Clerk Mitchell introduced Nathan Bryant and Jimsi Kuborn from RAEDC who provided the annual update for the Village Board. Ms. Kuborn distributed to the Board information and marketing material that they are using to promote the region. She also distributed the current information about the organization and their Annual Report. She further thanked the Village of Machesney Park for its continued partnership and spoke about how much they enjoyed working with James and Tim. She also presented the Mayor with their letter of gratitude and their letter of request for continued support.

Mr. Bryant addressed the Board relating the details of his day to day work on projects, working with James and Tim, the successes RAEDC has experienced during the last few years and details of future growth within the region. He called for any questions or concerns. Trustee Wilson gave accolades to our Village Treasurer who he identified as a prime example of utilizing available education, partnering in manufacturing and hard work to succeed in the workforce.

Trustee Wilson presented the warrant in the amount of \$562,246.67 and moved for its authorization; seconded by Trustee Schmidt. Motion approved. On roll call: 6 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey and Beck), 0 nays, 0 absent

1. Minutes Approved

2. Treasurer's Report

3. Communications
Proclamation/Municipal
Clerks Week

Proclamation/Motorcycle
Awareness Month/ABATE

RAEDC Presentation

4. Warrant/Approved

ADMINISTRATIVE REPORTS

Mayor Johnson reported about his recent activities that include:

- Meeting with RAR Young Professionals Network to discuss the 2018 Park Project.
- Attended the 47th Annual Young at Heart Button Ceremony at Harlem High School. The winner was Katie Wachter. He thanked Trickie Enterprises for their 10th year as the major sponsor of the YAH Festival.
- He and Mrs. Johnson attended the Fire Fighters First Responders Appreciation Dinner
- Welcomed Hobby Lobby to the Village. They will be opening in the fall in the former Gordman's space on Rt. 173 and will create 35-50 jobs for MP.

Mayor Johnson called for a motion to approve individuals to serve on the Ad Hoc Committee to review our current police service contract and to explore any other alternatives which may be available to the Village. The names were: Trustee Erick Beck, Trustee Joe Seipts, Mayor Steve Johnson, John Fultz, Stephen Blackmer, Greg Scalise and Brent Nelson. Village Administrator Tim Savage will serve as an ex-officio member of the Committee. Motion was made by Trustee Bailey and seconded by Trustee Seipts. Discussion: There was discussion about whether there was an interview process. There was not. Mayor Johnson identified the individuals based on their expertise in various areas. Motion approved. On roll call: 7 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, Beck and Mayor Johnson), 0 nays, 0 absent

Mayor Johnson placed in nomination to be voted on at the May 21 Board Meeting, the following Trustee names for the 2018-2019 Committees:

Administration and Finance Committee

Joe Seipts, Chair
Aaron Wilson, Vice-Chair
Terri Bailey

Planning and Economic Development Committee

Terri Bailey, Chair
Erick Beck, Vice-Chair
Jake Schmidt

Public Improvements and Safety Committee

Jake Schmidt, Chair
James Kidd, Vice-Chair
Joe Seipts

Liquor Commission

Mayor Steve Johnson, Liquor Commissioner
Erick Beck
James Kidd
Aaron Wilson

Attorney Tom Green had no report this evening.

Village Administrator Tim Savage had no report this evening.

5. Administrative Reports

6. Mayor's Report

7. Attorney's Report

8. Village Administrator

Finance and HR Manager Michelle Johannsen reported that included with your board packet was the quarterly investment report as of May 2, 2018, as required by the Village's investment policy. Total interest earned over the past quarter was \$20,782; slightly lower than the prior quarter. Even though interest rates are continuing to rise, we had large amounts being paid out for TIF reimbursements and other items which would have caused a decline in balances and therefore less interest earned. Further, she noted that the federal interest rate continues to rise month over month and she is in monthly contact with our banks to stay on par with the increasing rates. She called for questions and there were none.

9. Finance/HR Manager

Community Development Director James Richter II reported that Hobby Lobby will be occupying the former Goldman's space this fall. Ross Dress for Less is progressing with their intent to open by the end of July, and Target is in the process of renovating its interior and will also add a Starbucks to their facility. He also reported that Harlem-Roscoe Fire Department has been posting change of occupancy notices on vacant commercial spaces as a reminder for anyone who would move in and occupy the space to notify the Village of their intent. This is to ensure the HVAC, etc., is up to code. They chose to do this preventative measure themselves and it is appreciated. The Village is encouraging North Park Fire Department to follow suit. He also noted that in March, the Village sent advisory letters to the residents of River Keys providing them with information about the 2016 FEMA Flood Rate Insurance Maps and how that could affect any future improvements they might make on their properties. The letter was purely advisory, intended to let residents know that we are here to help them. The letter does not tell these residents that they cannot make improvements, but if they do, let us help you.

10. Comm. Dev Dir

Public Works Superintendent Chad Hunter had no report this evening.

11. Pub Works Supt

Village Engineer Chris Dopkins had no report this evening.

12. Village Engineer

Harlem High School Student Liaison Tambryn Hecox reported that the Varsity Girls Track Team won 2nd in Conference and the JV Girls Track Team won 1st in Conference. The Boys Track Team will be competing at Conference this Thursday and the Girls Sectionals will also be this Thursday. AP Testing will be occurring during the next two weeks and Graduation is May 26.

13. Student Liaison

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

14. Pub Safety Supervisor

COMMITTEE AND TRUSTEE REPORTS

15. Committee Reports

District #1 Trustee Seipts had no report this evening.

16. District #1 Report

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

17. District #2 Report

District #3 Trustee Kidd, Public Improvements and Safety Chairman, reported resident and his concerns to the Board. He asked about the progress of the TLC Project, talked about Guy Williams Park, and Moto-Cross Racing at the Mall.

18. District #3 Report

District #4 Trustee Wilson, Administrative and Finance Chairman, reported that several elected officials and staff attended the KNIB Luncheon and heard a very informative talk about food sustainability. Further, he thanked those individuals who attend the Special Olympics at Harlem High School last Saturday. He thanked Lt. DalPra and his staff for the great job of controlling the parking and safety of the hundreds of thousands who attended this event. He also reported that he will be going along with the Vets again this year as an Assistant.

19. District #4 Report

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

20. District #5 Report

District #6 Trustee Beck, Planning and Economic Development Chairman, reported the Planning and Economic Development Committee met this evening and recommended approval of one Ordinance for a Variance at 7257 Wimbledon Road that will go to the May 21 Board for action. He also reported that the Gentleman's Car Club will be hosting a fundraiser to benefit Vets Roll at the Meadow Mart on May 17. He encouraged residents to attend to help send a Vet on this exciting trip.

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.

22. Consent Agenda

Administrator Tim Savage presented the items as follows:

- A. Resolution 20-R-18, Authorization to Bid Orlando, Mitchell, Scott, Cadet and Juniper
- B. Resolution 21-R-18, Authorize Engineering for 2018 Resurfacing Program

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 to be considered separately. The Consent Agenda was accepted as presented.

Consent Agenda was Accepted as Presented

Mayor Johnson called for a motion to approve all items under the Consent Agenda. The motion was made by Trustee Beck and seconded by Trustee Wilson. The motion was approved by roll call vote: 7 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, Beck and Mayor Johnson), 0 nays, 0 absent

All Items on Consent Agenda were Approved

UNFINISHED BUSINESS - None

23. Unfinished Business

NEW BUSINESS - None

24. New Business

PUBLIC COMMENT: None

25. Public Comment

CLOSED SESSION: None

26. Closed Session

Trustee Bailey moved to adjourn; seconded by Trustee Seipts. Motion approved by voice vote. Meeting adjourned at 6:45 p.m.

27. Adjourn

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.