

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

The meeting was called to order at 6:00 PM by Mayor Steve Johnson. Pastor Jared Kemp from North Park Church of Christ 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 Treasurer Bradley Robison  
 Village Attorney Darron Burke  
 Village Administrator Tim Savage  
 Community Development Director James Richter II  
 Public Works Superintendent Chad Hunter  
 Village Engineer Chris Dopkins  
 Public Safety Supervisor Lt. Pete Dal Pra

The Journal of Proceedings for the Regular Board Meeting from August 6, 2018 was approved per typewritten copies submitted by the Clerk on a motion by Trustee Seipts and seconded by Trustee Schmidt. Motion carried by voice vote.

1. Minutes Approved

**Village Treasurer Bradley Robison presented the Treasurer's Report** showing what the Village reported that the Treasurer's report as of July 31, 2018, indicated the total of all funds as \$13,425,583.43. A copy of the treasurer's report is available at the back of the room. A motion was made by Trustee Schmidt 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 congratulated Village Finance and Human Resources Manager Michelle Johannsen, her husband Scott and daughter Stephanie welcomed Alyssa Joy born Monday, August 13 at 2:03 am. Alyssa Joy weighed 7 lbs. 2 oz. and was 19 1/2 inches!!**

3. Communications  
 Congrats Michelle J.

Further, she announced the final Yards of Distinction winners for 2018. The August awards go to:

Yard of Distinction

- District #1 – The Winquist Residence, 11541 Dorothea
- District #2 – The Cwyner Residence, 1120 Darwin
- District #3 – The Ulmer Residence, 9228 N. Alpine Road
- District #4 – The Maupin Residence, 1402 Juniper
- District #5 – The Mooney Residence, 8133 Tetterhall
- District #6 – The Merrimon Residence, 831 Drexel Blvd.
- Business – Superior Joining, 1260 Turret Drive

She also announced that we are approaching Election Season. The November General Election will be November 6. One of the items of interest for Village residents on this Ballot will be "Should the Village of Machesney Park allow open burning of yard waste within the Village limits."

Election News

In addition, Election Packets will be available for interested Candidates for Trustee in Districts 2, 5, and 6 for the April 2, 2019 Consolidated Election beginning on Tuesday, August 28, 2018. That is the first day individuals can circulate petitions. The filing dates for these offices in the Village is November 19 through November 26, 2018.

Our next Committee and Board meetings will be Tuesday, September 4 because our normal Monday meeting date is Labor Day and Village Hall will be closed that day.

Next Meeting Date

State Representative John Cabello was present and presented Clerk Lori Mitchell with a Resolution that was passed by the 100<sup>th</sup> General Assembly of the State of Illinois. Trustee Aaron Wilson read the Resolution. Clerk Mitchell stated that she appreciated the recognition very much and it was her pleasure to serve her community and state.

Rep Cabello presented Resolution to Clerk Mitchell

Trustee Seipts presented the warrant in the amount of \$413,072.71 and moved for its authorization; seconded by Trustee Wilson. Motion approved. On roll call: 6 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey and Beck), 0 nays, 0 absent

### ADMINISTRATIVE REPORTS

**Mayor Johnson reported the Village had this year's National Night Out Event on August 7 in front of the Machesney Town Center. He said there was a good turnout and everyone enjoyed hotdogs, chips and soda, many booths for businesses and demonstrations provided by the Winnebago County Sheriff's Police. He Thanked Lt. Pete Dal Pra for his help in organizing the event, along with village staff, volunteers and sponsors who helped make the event a success again this year.**

*He asked everyone to drive safely since school has started in the Village.*

**Attorney Darron Burke had no report this evening.**

**Village Administrator Tim Savage also congratulated Michelle Johannsen on the birth of her second child. She started her maternity leave on time and we expect her back in late October. She will be missed!**

*He also reported that the Public Works new hire did start today and we'll try to bring him in for an introduction at the next meeting.*

**Finance and HR Manager Michelle Johannsen left no report.**

**Community Development Director James Richter II provided a brief commercial development update:**

Quantum Design Inc.: the 100,000 sf North American headquarters is under construction at Park 90 - we've issued mass grading and foundation permits and are in the process of reviewing revised building drawings. We hope to issue the building permit in the coming week and Quantum is targeting a January 2019 occupancy.

TLC Assisted Living: As you probably are aware, construction has commenced on the foundation and is going smoothly.

Both Starbucks and Taco Bell are in the process of completing renovation projects. While renovation projects are necessarily the most exciting projects to discuss, I will say that they are good indicators on the strength of a market because retailers don't typically invest locations that are not performing well.

Hobby Lobby at the Gateway Center - They are filling the former Gordman's location: Permits were issued in late June. Contractors are working on the store build-out. There will be an exterior renovation along the front facade and entrance and they are targeting a fall opening.

Plaza de Los Panchos Restaurant at the Town Center: Their contractors are working on the new bar and the dining room area (they are constructing booth seating and a short wall to separate rows of booths) as well as patio seating area. Upgrades to the cooking equipment, the plumbing, and repairs to the freezer/cooler are in process. You'll recall we recently issued a liquor license for the operator. They plan to open in early September.

#### Twisted Tulip Events

And finally, we are excited to share that a new, small event banquet facility is to be constructed at 7901 Burden Road, which is on the east side of Burden Road, south of the intersection of Alpine and Burden. The name of the banquet facility is Twisted Tulip Events, and it will be a 4,000 square foot building that will be barn themed. The building will look great - they will meet our design standards - they building will have a vertical cedar wood siding and they plan to specialize in small weddings, parties, and events. Twisted Tulip is operated by a local business woman named Deb Mizullo who currently runs a party supply business in the Rockford area called Party Animals.

4. Warrant/Approved
5. Administrative Reports
6. Mayor's Report
7. Attorney's Report
8. Village Administrator
9. Finance/HR Manager
10. Comm. Dev Dir

We recently received their building permit application and drawings and the project is under review. You should be reviewing a liquor license application in the near future. The owner plans to construct the building this year and hopefully be open by the end of the year.

**Public Works Superintendent Chad Hunter** had no report this evening.

**Village Engineer Chris Dopkins reported** on ongoing projects in the Village. The Pavement Maintenance Program is starting to wind down. Everything north of Route #173 has been paved. The Scott Lane Project continues to go on. There have been conflicts with Nicor, but they are planning to have a crew onsite sometime next week. They are also working on water mains. There are also three projects out to bid currently... The Victory Lane between Roosevelt Road and Machesney Landing Subdivision; Mitchell Road Path Improvements and the APP Demolitions will all be bid and prepared for presentation at the September 4 Board Meeting for consideration.

**Public Safety Supervisor, Lt. Pete Dal Pra** had no report. However, he thanked the Mayor, several Trustees, staff and Village Administrator for everyone's help at National Night Out. It went well and was very much enjoyed by the residents.

#### COMMITTEE AND TRUSTEE REPORTS

**District #1 Trustee Seipts, Administration and Finance Committee Chairman** reported the A&F Committee met this evening and recommended approval for one ordinance and three resolution that will go to the September 4 Board Meeting with positive recommendations.

**District #2 Trustee Schmidt, Public Improvement and Safety Chairman** reported that the Public Improvement and Safety Committee met this evening and recommended approval of one resolution that is on tonight's Board Agenda.

**District #3 Trustee Kidd, Public Improvement and Safety Vice-Chairman,** had no report this evening.

**District #4 Trustee Wilson, Administrative and Finance Vice-Chairman,** reminded everyone that this Friday is Harlem's first Football Game. They will be playing Jefferson, his alma mater, and it's difficult to cheer for the Jayhaws since he is a Harlem resident. He also noted he is going to do some subbing in the Harlem School District this year due to a shortage of subs in the district.

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

**District #6 Trustee Beck, Planning and Economic Development Vice-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.

Administrator Tim Savage presented the items as follows:

- A. Ordinance 29-18, Amending Village Code, Chapter 21, Personnel, Creating Public Works Foreman Position, First Reading
- B. Resolution 44-R-18, Authorizing Demolition of 7811 Wesley and 1011 Colonial Drive, in Cooperation with Winnebago County Health Department
- C. Resolution 49-R-18, Award Construction Contract for Public Improvements on Quantum Court to Northern Illinois Service Company for \$946,250.48.

11. Pub Works Supt

12. Village Engineer

13. Pub Safety Supervisor

14. Committee Reports

15. District #1 Report

16. District #2 Report

17. District #3 Report

18. District #4 Report

19. District #5 Report

20. District #6 Report

21. Consent Agenda

Mayor Johnson asked if there were any items a Trustee would like removed from the Consent Agenda to be considered separately. There were none. 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 Schmidt and seconded by Trustee Seipts. 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 the Consent Agenda were Approved

**UNFINISHED BUSINESS - None**

22. Unfinished Business

**NEW BUSINESS - None**

23. New Business

**PUBLIC COMMENT - None**

24. Public Comment

**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. Motion was made by Trustee Beck and seconded by Trustee Wilson to go into closed session. The motion was approved by roll call vote: 6 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, and Beck), 0 nays, 0 absent

25. Closed Session

The Board went into Closed Session at 6:21 p.m. and returned to Open Session at 6:25 p.m.

26. Return to Open Session

Mayor Johnson called the open meeting back to order at 6:26 p.m.

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

Also Present: Clerk Lori Mitchell  
Treasurer Bradley Robison  
Village Attorney Darron Burke  
Village Administrator Tim Savage

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

**Trustee Beck moved to adjourn;** seconded by Trustee Bailey. Motion approved by voice vote. Meeting adjourned at 6:28 p.m.

27. Adjourn

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.