

VILLAGE OF MACHESNEY PARK, ILLINOIS
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings ~ Regular Meeting, September 4, 2018

The meeting was called to order at 6:14 PM by Mayor Steve Johnson. Pastor Pamela Harding from Faith Center 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 Treasurer Bradley Robison
Village Attorney Tom Green
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 20, 2018 was approved per typewritten copies submitted by the Clerk on a motion by Trustee Kidd and seconded by Trustee Seipts. Motion carried by voice vote.

Village Treasurer Bradley Robison presented the Treasurer's Report showing what the Village reported that the Treasurer's report as of August 27, 2018, indicated the Village received in Motor Fuel Tax Funds as \$53,270.67; Build Machesney Road Funds as \$340,640.75 and a total of all funds as \$13,457,593.75. 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 Kidd to accept the Treasurer's Report and place it on file for audit. Motion carried by voice vote.

Clerk Mitchell had no report this evening.

Trustee Seipts presented the warrant in the amount of \$503,982.87 and moved for its authorization; seconded by Trustee Wilson. Motion approved. On roll call: 5 ayes (Trustees Seipts, Kidd, Wilson, Bailey and Beck), 0 nays, 1 absent (Trustee Schmidt)

ADMINISTRATIVE REPORTS

Mayor Johnson thanked Chad Hunter and the Public Works Department for landscaping around the Machesney Park Signs along Route #173. He also noted that in the near future we will be seeing the Wayfinding Signs throughout the Village. These signs will direct residents and visitors to various sites throughout the Village. Further, he noted that due to the heavy rainfall we have had and continue to have, he asked that residents be mindful of the flooding. He also encouraged Machesney Park officials to attend the IML Conference in Chicago which is a great learning and networking opportunity.

Attorney Tom Green had no report this evening.

Village Administrator Tim Savage reported that Chad Hunter and the Public Works Crew worked during the rainstorms over the weekend and removed the dock at Stones Landing along with other downed trees and flooding issues.

Finance and HR Manager Michelle Johannsen left no report.

Community Development Director James Richter II thanked the members of the Planning & Economic Development Committee, for which three board members are on that committee, for their recent feedback and discussion regarding parking in residential districts. It was a long couple of meetings, but we feel it was a worthwhile exercise. Staff is working on researching this matter and

1. Minutes Approved
2. Treasurer's Report
3. Communications
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

are drafting amendments to reflect the discussion and direction that was provided. This may end up being a winter project for us, but he just wanted you all to know that staff is working on it.

Target's renovation project is complete and the Village is pleased with how it looks. Target made a \$6M investment in Machesney Park and that is deserving of acknowledgement. The Village and the Rockford Mass Transit District are working with Target to install a bus shelter out front of the store. Currently, the RMTD makes daily stops at Target and the RMTD obtained a grant to install a new shelter and the Village facilitated discussions with Target to find a location and design that suits Target's exterior rebranding. They're hoping to have the shelter installed this 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 complete with just some restoration left to be done. The schedule for Quantum Court was supposed to begin this week, but due to the rain, it has been delayed. Earthmoving operations need to be done, but the ground must dry out a little before that can begin. Scott Lane Improvements, Nicor did their work out there at the intersection of Cadet and Juniper; they are finishing up at Scott and Juniper so the contractor can finish up the work on that project. He thinks that by the next meeting, there will no longer be flooding on Juniper or Cadet Roads.

Public Safety Supervisor, Lt. Pete Dal Pra reported that during the month of August, the Sheriff's Police in Machesney Park made 836 community contacts, 422 traffic stops, where they issued 341 traffic citations of which eight were for DUI's. In addition they located and tagged 32 inoperable vehicles during the last month.

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 that will go to September 17 Board Meeting and three resolutions that are on tonight's agenda for approval. Also approved the terms of sale for 1017 Harlem Road to North Park Fire Protection District. This will go to the September 17 Board Meeting. Further, he thanked Chad Hunter and the Public Works Department for taking care of an elderly resident last week.

District #2 Trustee Schmidt, Public Improvement and Safety Chairman left no report this evening.

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

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

District #5 Trustee Bailey, Planning and Economic Development Chairperson, reported the PED Committee met this evening and considered five ordinances that will go to the September 17 Board Meeting with positive recommendations.

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

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

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, Final Reading
- B. Ordinance 31-18, Authorizing \$900,000 Promissory Note for Quantum Court within Weststone IJRL TIF, First Reading
- C. Resolution 45-R-18, Amending Manual of Job Descriptions to add Public Works Foreman
- D. Resolution 46-R-18, Approving Renewal of Group Health Insurance with Blue Cross Blue Shield
- E. Resolution 47-R-18, Memorandum of Understanding Between Village of Machesney Park and Willow Creek Limited Partnership
- F. Resolution 51-R-18, Awarding Bid for Victory Lane Reconstruction
- G. Resolution 52-R-18, Awarding Bid for Mitchell Road Path Improvements
- H. Resolution 53-R-18, Awarding Bid for Abandoned Property Demolition

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.

Mayor Johnson called for a motion to approve all items under the Consent Agenda. The motion was made by Trustee Seipts and seconded by Trustee Bailey. The motion was approved by roll call vote: 6 ayes (Trustees Seipts, Kidd, Wilson, Bailey, Beck and Mayor Johnson), 0 nays, 1 absent (Trustee Schmidt)

UNFINISHED BUSINESS - None

NEW BUSINESS - None

PUBLIC COMMENT - None

CLOSED SESSION: None

Trustee Seipts moved to adjourn; seconded by Trustee Kidd. Motion approved by voice vote. Meeting adjourned at 6:28 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.

21. Consent Agenda

Consent Agenda was Accepted as Presented

All Items on the Consent Agenda were Approved

22. Unfinished Business

23. New Business

24. Public Comment

25. Closed Session

26. Adjourn