

**VILLAGE OF MACHESNEY PARK**  
**HELD IN THE FRANK G. BAUER MUNICIPAL HALL**  
*Journal of Proceedings ~ Regular Meeting, April 1, 2019 – As Amended*

The meeting was called to order at 6:00 PM by Mayor Steve Johnson. Pastor Jared Kemp of North Park Church of Christ gave the Invocation, which was followed by the Pledge of Allegiance led by Trustee Terri Bailey.

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

Absent: Trustee James Kidd

Present: Village Clerk Lori Mitchell  
Village Treasurer Bradley Robison  
Village Attorney Tom Green  
Village Administrator Tim Savage  
Community Development Director James Richter II  
Finance and Human Resource Manager Michelle Johannsen  
Public Works Superintendent Chad Hunter  
Village Engineer Chris Dopkins  
Harlem Student Liaison Hannah Herrera  
Public Safety Supervisor Lt. Pete Dal Pra

The Journal of Proceedings for the Regular Board Meeting from March 18, 2019 were approved per typewritten copies submitted by the Clerk on a motion by Trustee Seipts and seconded by Trustee Bailey. Motion carried by voice vote.

1. Minutes Approved

*Village Treasurer Bradley Robison presented the Treasurer's Report* indicating that as of March 25, 2019 the Village received \$46,369.13 in MFT Funds, \$361,097.47 in Build Machesney Road Funds and a total of all funds was \$12,846,397.52. 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 Schmidt to accept the Treasurer's Report and place it on file. Motion carried by voice vote.

2. Treasurer's Report

Clerk Mitchell reminded everyone that tomorrow is Election Day. If you have not already voted, please vote tomorrow. Polls are open from 6 a.m. until 7 p.m.

3. Communications

Clerk Mitchell announced that Mayor Johnson received recognition from Heartland Hospice honoring veterans on National Vietnam War Veterans Day.

Trustee Seipts presented the warrant in the amount of \$437,792.97 and moved for its authorization; seconded by Trustee Wilson. Motion approved. On roll call: 5 ayes (Trustees Seipts, Schmidt, Wilson, Bailey and Beck), 0 nays, 1 absent (Trustee Kidd)

4. Warrant/Approved

#### ADMINISTRATIVE REPORTS

Mayor Johnson *reported about the activities he has attended during the last two weeks. Some of the activities included meeting with Governor Pritzker at the Bauer Bridge site during the recent flood event; meeting at Harlem High School with the National Weather Service, ComEd and Winnebago County regarding the management of the Rock River Recreational Basin and the impact of weather and dam operations.*

5. Administrative Reports

6. Mayor's Report

Attorney Tom Green *had no report this evening.*

7. Attorney's Report

Village Administrator Tim Savage *reported flood response operations are beginning to wrap up. Assessment Teams have been in the field all week with only a few inspections left to be completed. Further, he noted that dumpsters have been placed at strategic locations to accept flood related items. He thanked Chad Hunter for the extra hours he put in during the flood, James Richter II for the number of hours and extra duties he assumed and Lt. Dal Pra as Incident Commander Position duties. Job well done by all staff.*

8. Village Administrator

Finance and HR Manager Michelle Johannsen *had no report this evening.*

Community Development Director James Richter II *had no report this evening.*

Public Works Superintendent Chad Hunter *reported that Rock River Disposal has scheduled a spring clean-up. They will be vacuuming the leaves left from winter beginning April 8. Please have all leaves to the curb prior to that day as RRD is only going to make one trip through the Village for this purpose.*

Village Engineer Chris Dopkins *reported that the brick replacement at the Town Center entrance and Roundabout. This is being done as warranty work for this project which was done a number of years ago. The project is scheduled to begin April 15 and should be done around May 3.*

Student Liaison Hannah Herrera *reported that students have just returned from Spring Break, Juniors are preparing for SAT Tests next week. Many teachers have put together study programs for them which is very helpful. She also reported about the Harlem Fundraiser called Harlem Has Sole where the students are collecting lightly used shoes for children in underprivileged countries. Harlem will also benefit from the program as every pair of shoes the school donates, Harlem will receive money back from that program to benefit the school. She will have a collection box at Village Hall through the month of April.*

Public Safety Supervisor, Lt. Pete Dal Pra *reported he will be done with the current schooling by June 14. Further, he thanked everyone for their help with the flood response efforts during the last couple of weeks.*

#### COMMITTEE AND TRUSTEE REPORTS

District #1 Trustee Seipts, Administration and Finance Committee Chairperson *reported the A&F Committee met this evening and recommended approval of Warrants, one resolution that will be on the Board Agenda on April 15 with positive recommendation. Further, there is one resolution that is on tonight's Consent Agenda with positive recommendation.*

District #2 Trustee Schmidt, Public Improvement and Safety Chairperson *reported that Public Improvement and Safety Committee met this evening, reviewed two resolutions. One is on tonight's meeting agenda and the other will go to the April 15, 2019 Board Meeting with positive recommendations*

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

District #4 Trustee Wilson, Administrative and Finance Vice-Chairperson, *reported about the Arnie Johnson Classic 10-Mile Run which supports Anna's Locker another shoe distribution program. He reported he would be MCing this program. He further urged everyone to use extreme caution when you see lights from emergency vehicles, our law enforcement and first responders.*

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

District #6 Trustee Beck, Planning and Economic Development Vice-Chairperson, *thanked the staff for their commitment by keeping him in the loop while he was on vacation in Florida.*

9. Finance/HR Manager
10. Comm. Dev Director
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

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.

Village Administrator Tim Savage presented the items as follows:

- A. Ordinance 12-19, Disposal of Surplus Property no Longer Necessary to the Operation of the Village, First Reading
- B. Ordinance 20-19, Authorize Budget Amendments to the Current Fiscal Year 2018-2019 Budget, First Reading
- C. Ordinance 21-19, Adoption of the Annual Budget for Fiscal Year 2019-2020, First Reading
- D. Resolution 14-R-19, Authorizing Entering into a Program Funding Agreement for the IHDA Single Family Rehab Grant
- E. Resolution 15-R-19, Authorization to Enter Into an Intergovernmental Agreement with Illinois State Police for Criminal History Checks
- F. Resolution 17-R-19, Approval of iFiber Master Services Agreement
- G. Resolution 18-R-19, Authorizes Entering into an Agreement with Fehr Graham for the Development of an Open Space Parks Plan
- H. Resolution 19-R-19, Authorizes McMahan and Associates to Conduct Public Bidding for Re-Construction of Gregory Drive, Burden Road and Stonehedge Subdivision
- I. Resolution 20-R-19, Approval of Engineering Services with McMahan and Associates for Mildred Road Re-Construct and the 2019 Village-Wide Pavement Maintenance Program
- J. Resolution 21-R-19, Approval of an Architectural and Engineering Services Agreement with McMahan and Associates for a Public Works Building
- K. Resolution 23-R-19, Authorizing Waiver of Building Fees for Property Owners Impacted by March 2019 Flooding

Mayor Johnson asked if there were items a Trustee would like removed from the Consent Agenda to be considered separately.

Trustee Schmidt asked that Item K be removed from the Consent Agenda not just to vote on it, but in order that Staff might report on it in order for residents to be explicitly clear what the expectations are on this proposal.

The Consent Agenda was accepted as amended.

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

#### UNFINISHED BUSINESS

Mayor Johnson called for a motion to approve Resolution 23-R-19, Authorizing Waiver of Building Fees for Property Owners Impacted by the March 2019 Flooding. The motion was made by Trustee Schmidt and seconded by Trustee Seipts. **Staff Report: Village Administrator Tim Savage explained that in response to the recent flood event, this resolution would provide for the waiver of building permit fees (not building permits, but permit fees) retroactive to March 25 for those permit fees related to repairs and**

22. Consent Agenda

Passed/  
Ordinance 13-19, First  
Ordinance 20-19, First  
Ordinance 21-19, First  
Resolution 14-R-19  
Resolution 15-R-19  
Resolution 17-R-19  
Resolution 18-R-19  
Resolution 19-R-19  
Resolution 20-R-19  
Resolution 21-R-19  
Resolution 23-R-19

23. Unfinished Business

Res 23-R-19/Passed

*damages caused to the flooding along the Rock River. The waiver period will be for 90 days for any permits that are drawn within that period. In the event that any resident would proceed as defined in Section 5 without getting permits, they would not be subject to penalties, but they would be required to obtain the permit and pay the fees for the original permit.*

*Trustee Beck made a motion to amend the Resolution to change the waiver period from 90 days to 120 days from March 25. Motion was seconded by Trustee Schmidt. The motion to amend was approved by roll call vote: 6 ayes (Trustees Seipts, Schmidt, Wilson, Bailey, Beck and Mayor Johnson), 0 nays, 1 absent (Trustee Kidd)*

Resolution 23-R-19 as amended was approved by roll call vote: 6 ayes (Trustees Seipts, Schmidt, Wilson, Bailey, Beck and Mayor Johnson), 0 nays, 1 absent (Trustee Kidd)

NEW BUSINESS - None

PUBLIC COMMENT: None

CLOSED SESSION: None

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

24. New Business
25. Public Comment
26. Closed Session
27. Adjourn