

VILLAGE OF MACHESNEY PARK
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings ~ Regular Meeting, November 18, 2019

The meeting was called to order at 6:00 p.m. by Mayor Steve Johnson. Pastor Rodney Lensendorf from First Born Ministries of Machesney Park 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, James Kidd, Aaron Wilson, Terri Bailey and Erick Beck

Present: Village Clerk Lori Mitchell
Village Attorney Tom Green
Village Treasurer Bradley Robison
Community Development Director James Richter II
Village Administrator Tim Savage
Finance and Human Resources Manager Michelle Johannsen
Public Works Superintendent Chad Hunter
Village Engineer Chris Dopkins
HHS Student Liaison Hannah Herrera
Public Safety Supervisor Sgt. Tammie Stanley

The Journal of Proceedings for the Regular Board Meeting from November 4, 2019, was approved per typewritten copy submitted by the Clerk on a motion by Trustee Wilson and seconded by Trustee Seipts. Motion carried by voice vote.

1. Minutes Approved

Treasurer Bradley Robison presented the Treasurer's Report. The total of all funds as of November 12, 2019, was \$16,226,561.47. Copies of the report are available at the back of the room. A motion was made by Trustee Seipts and seconded by Trustee Wilson to accept the Treasurer's Report. Motion carried by voice vote.

2. Treasurer's Report

Clerk Mitchell reported that Village of Machesney Park Lighting Contest began today. Nominations will be accepted through December 13. The top three nominated homes in the Village will be announced and prizes donated by Village merchants will be awarded at the December 16 Board Meeting.

3. Communications

Further, she reported the Light up the Parks Parade will happen on November 24. Plus, after the parade, residents are invited to join staff, elected officials along with Mr. & Mrs. Claus by the Village Christmas Tree for the tree lighting and festivities for the children. Also, the winners of the Coloring Contest will be announced and prizes awarded.

Village Hall will be closed on November 28 and 29 giving staff time to enjoy with their families for Thanksgiving.

Clerk Mitchell extended condolences on behalf of the Village to the friends and family of Bill McKeever, Village resident who passed away recently. Mr. McKeever served several years on the Public Improvement and Safety Committee.

Trustee Schmidt presented the warrant in the amount of \$1,584,822.40 and moved for its authorization; seconded by Trustee Seipts. Motion approved. On roll call: 6 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, and Beck), 0 nays, 0 absent

4. Warrant/Approved

ADMINISTRATIVE REPORTS

5. Administrative Reports

Mayor Steve Johnson reported he attended a community appreciation luncheon at Field Fastener last Wednesday. He noted that many first responders were in attendance along with Village staff and elected officials.

6. Mayor's Report

He stated that on Friday, November 15, he visited a home of a Veteran in Machesney Park that was being updated by the Home Depot team that works to help Veterans improve their homes. Thanks to Home Depot.

The Village's Annual Toy Drive to benefit Helping Hands Food Pantry is currently in progress. Helping Hands Pantry serves over 400 families each month. New unwrapped toys can be donated at Village Hall through December 13.

This coming Sunday, November 24, will be the annual Light up the Park's Parade. It starts at 4:45 p.m. from the GE Parking Lot (formerly Barber Colman) on Clifford Avenue in Loves Park. The parade will go north on Elm Avenue and turn on Roosevelt West to the Machesney Town Center. Immediately following the Tree Lighting, the Village will have its annual Tree Lighting with Mr. and Mrs. Claus. This will be a great event. Hope to see everyone there.

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 reported that two weeks ago he provided an update regarding the Northern Illinois Land Bank Authority and items they are working on. He advised the Village received notice that as of last Friday, the Land Bank was awarded a \$250,000 Grant and will move on to phase two of property acquisitions.

Public Works Superintendent Chad Hunter reported regarding the leaf vacuuming. Rock River Disposal plans on resuming this disposal program later this week. They will continue this program through the end of the month, weather permitting. He indicated it has not been a great month for leaf vacuuming because of the snow and the cold temperatures. He shared that residents can still put leaves out in yard bags and cans marked with an "X". This might be the better option to ensure that they get picked up.

Village Engineer Chris reported that weather has not been very good for the construction industry as well for the past month or so. He said the bottom kind of dropped out on their projects around October 25 and their long-term forecast does not look good or conducive to getting everything done that they want to get done. Further, he provided an update on projects in the Village as follows:

- 1) **Stonehedge Storm Sewer:** The contractors are going to get everything put back as close to normal as they can. All the sidewalk that is formed and curbing that has been removed and formed up, and the high use areas for pedestrian use will all get put back this week. They will pave all the driveway approaches and rough grade and get the barricades and other things that they don't need out of there and cleaned up as much as possible.
- 2) **Public Works Building:** About 95% of the steel is up and the contractor is working to complete that. Everything is kind of taking shape. If you go out there now, you can see where all the garage doors are going to be and it's exciting to see. The contractor started placing the insulated wall panels and that will occupy a lot of their time during the next couple of weeks. They do not think they will be able to do much outside this winter unless the weather breaks. Plans are to get the building enclosed and once that is done and heated, then they can get everything done inside.

Harlem High School Student Liaison Hannah Herrera reported last Wednesday was Fall Award Night. Students received their letters and recognitions for Student-Athlete Awards. This week National Honor Society will be having its NHS Induction Dinner for Juniors being inducted into NHS. This is quite an honor and accomplishment being selected for NHS. NHS will also be having students volunteering at Stroll on State by picking up trash that accumulates during this event.

7. Attorney's Report
8. Village Administrator
9. Finance/HR Manager
10. Comm. Dev Dir
11. Public Works Supt.
12. Village Engineer
13. Student Liaison

Mayor Johnson congratulated Tammie Stanley on her promotion to Lieutenant and introduced Lt. Tammie Stanley!

Public Safety Supervisor, Lt. Tammie Stanley reported regarding a fundraiser she has been coordinating with Maximum Performance which will occur on November 29 at 11:00am. She indicated this would benefit the Mayor's Toy Drive at the Village and also the Shop with a Cop Fundraiser as well. She asked everyone to take a flier to share the information or share it from the Sheriff's Facebook Page. She also indicated she is still seeking door prizes and give-away prizes for this event so please contact her if interested.

COMMITTEE AND TRUSTEE REPORTS

District #1 Trustee Seipts, Administration and Finance Committee Vice-Chair had no report this evening.

District #2 Trustee Schmidt, Administration and Finance Chair reported that the A&F Committee met this evening and recommended approval of two Resolutions that will be on the December 2 Board Agenda. Further, on behalf of the planning committee for Field Fastener, he thanked all the First Responders, Public Officials and Staff who joined Field for this great event.

District #3 Trustee Kidd, Planning and Economic Development Vice-Chair wished everyone a Happy Thanksgiving.

District #4 Trustee Wilson, Planning and Economic Development Chair, had no report this evening.

District #5 Trustee Bailey, Public Improvements and Safety Vice-Chair, had no report this evening.

District #6 Trustee Beck, Public Improvements and Safety Chair, reminded residents of Machesney Park and surrounding areas to "Shop Local" this holiday season.

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 on tonight's Consent Agenda as follows

- A. Ordinance 46-19, Creating a Text Amendment to Chapter 9 to Reduce Number of Class "A" Licenses, Final Reading
- B. Ordinance 43-19, Creating a Text Amendment to Zoning Code, Regulating Adult-Use Cannabis Business Establishments, First Reading
- C. Resolution 71-R-19, Declaring Surplus TIF Funds for IL Rte. 251/173 Gateway TIF

Mayor Johnson asked if there were any items to be 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.

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 Bailey. The motion was approved by roll call vote: 7 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, Beck and Mayor Johnson), 0 nays, 0 absent

UNFINISHED BUSINESS: None

NEW BUSINESS: None

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

Ord 46-19/Final/Pass
Ord 43-19/1st/Pass
Res 71-R-19/Pass

23. Unfinished Business - None

24. New Business - None

PUBLIC COMMENT: None

CLOSED SESSION: None

Trustee Wilson moved to adjourn; seconded by Trustee Bailey. Motion approved by voice vote. Meeting adjourned at 6:14 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.

25. Public Comment -None

26. Closed Session - None

27. Adjourn