

**VILLAGE OF MACHESNEY PARK**  
*Journal of Proceedings ~ Regular Meeting, November 16, 2020*

The meeting was called to order at 6:00 p.m. by Mayor Steve Johnson. *He indicated that Village Hall will be closed to the public during Committee and Board Meetings to prevent unnecessary contact and possible exposure to COVID-19. This evening's meeting was conducted via Zoom.*

*He also reported that all Village Committee and Board meetings will be broadcast live on the Village of Machesney Park YouTube channel for citizens to watch at the scheduled meeting times. Please visit <https://machesneypark.org/meetings> for additional information on how to access the meetings or to fill out a request form to make a Public Comment. Submissions received by 4:00pm on the day of the meeting will be read during the Public Comment portion of the meeting. You may also listen to the recorded meetings at a later time by visiting the above webpage. Questions regarding this process may be emailed to [clerk@machesneypark.org](mailto:clerk@machesneypark.org). Trustee Jake Schmidt gave the Invocation, which was followed by the Pledge of Allegiance led by Trustee Aaron Wilson.*

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

Present: Village Clerk Lori Mitchell  
Village Treasurer Deborah Alms  
Village Attorney Tom Green  
Village Administrator James Richter II  
HR and Finance Manager Michelle Johannsen  
Public Works Superintendent Chad Hunter  
Village Engineer Chris Dopkins  
Public Safety Coordinator, Lt. Anthony Miceli

The Journal of Proceedings for the Regular Board Meeting from November 2, 2020 were approved per typewritten copy submitted by the Clerk on a motion by Trustee Schmidt and seconded by Trustee Kidd. Motion approved. On roll call: 6 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey and Beck), 0 nays, 0 absent

Village Treasurer Deborah Alms *presented the Treasurer's Report as of November 9, 2020, reflects the total of all funds to be \$18,188,985.91 A motion was made by Trustee Beck and seconded by Trustee Seipts to accept the Treasurer's Report and place it on file.* Motion carried by voice vote. Motion approved. On roll call: 6 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey and Beck), 0 nays, 0 absent

Clerk Mitchell explained that she is accepting petitions for the spring election through next Monday, November 23 at 5:00 pm.

Clerk Mitchell announced that she and Loves Park City Clerk Bob Burden will be judging the holiday decorations along Elm Avenue in Loves Park and Machesney Park this coming Sunday, November 22, between 5-6 p.m.

Clerk Mitchell encouraged all Machesney Park residents to decorate and light up Machesney Park for the holidays. The top three homes selected will each win prize baskets filled with items provided and donated by Machesney Park Village merchants.

Trustee Wilson presented the warrant in the amount of \$1,445,578.40 and moved for its passage; seconded by Trustee Seipts. Motion approved. On roll call: 6 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey and Beck), 0 nays, 0 absent

**ADMINISTRATIVE REPORTS**

*Mayor Johnson presented the Community Investment Award to Bill and Jim Derry from Field Fastener celebrating 30 years of business in the Village of Machesney Park.*

- 1. Minutes Approved
- 2. Treasurer's Report
- 3. Communications
- 4. Warrant/Approved
- 5. Administrative Reports
- 6. Mayor's Report

*He further indicated that some Field Fastener Community Investments are:*

- Field was the recipient of the Red Cross Neighbors Helping Neighbors for Community Service
- Field was the primary sponsor for the Habitat for Humanity house in Machesney Park a few years back.
- Field participates yearly in the Mayor's toy drive.
- Annual donation drive with Goodwill of Northern Illinois.
- 2019 Field took a clean sweep of every category for medium-sized business in the RR Star's "What Rocks" contest
- Annual involvement in the local Polar Plunge benefiting the Special Olympics

Recognition of Field  
Fastener for the Community  
Investment Award

He again thanked Field for all they do to contribute to the betterment of the Village of Machesney Park and asked everyone to give them a round of applause.

Jim and Bill Derry accepted the award on behalf of Field Fastener. Bill explained that he and Jim purchased Field Fastener in 1990 and just celebrated their 30 year anniversary. He said it has been an amazing run. He noted that they began the business on South Main Street in a very old building and when they moved into Machesney Park in 1997, their team thought they had "died and gone to Heaven." He further stated that the Machesney Park location was a great place to take their business to the next level. He said when they moved into the North Alpine location, the only thing in that area was the McDonald's on the corner. Now when you look around and see all the development, one realizes that it has been a great place for Field to have a business. It has been great for their people for all the places they can go for lunch, shopping and doing all the things that they need to do. The access to the interstate and the exposure on Rte 251, it has really been a great place to have a building. He further indicated that in 2011 they expanded their building and doubled the facility in size. They recently bought the lot next door so he is pleased to tell us that they are here to stay! Machesney Park has been a great place for them to have the business and there have been lots of great ways for them also to support the community. There are lot of ways for their team members and company to interact with the community in Machesney Park. It has been a great spot for them to locate, operate and grow. He said they have always felt a tremendous amount of support from the Village of Machesney Park and it is an honor to be a part of the community. On behalf of Bill and he and Field Fastener, thank you very much for the recognition. Our best days are yet to come.

Bill further indicated that he has the good fortune of knowing Jake Schmidt who is a contributing member of the Field Team; and Aaron Wilson goes back with their family a long, long ways. He indicated that they are blessed in Machesney Park to have a great workforce to take this business from 12 people to over 200 worldwide. The workforce in Machesney Park has been a huge asset to the growth of their company. He said that we might not be aware of it, but there is a sister company known as Peak Innovations Engineering that is just down the street on North Alpine which we acquired four years ago in Michigan and moved to Machesney Park because we believe in this community and the good things it has allowed us to do. As Jim said, the best days are yet to come. We have grown at 19% a year for 30 years and we are going to continue to grow in our headquarters in Machesney Park. That can happen because of what your community has contributed to us. We are very appreciative of that. At the risk of not sounding political, we have a great sense of appreciation for Machesney Park community and what you have done, because frankly, the business environment in Illinois is not so hot. As business owners, we do not think Illinois is the ideal place to conduct business, but due to the fact that we have the support of this community and what you have done for us, is greatly appreciated by the people who own, work at and support Field Fastener. So we thank you for that recognition.

**Mayor Johnson called for a motion to approve Daniel Pfluger to serve an unexpired term ending September 2021 on the Planning and Zoning Commission. The motion was made by Trustee Wilson and seconded by Trustee Seipts.** Motion carried by voice vote. Motion approved. On roll call: 7 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, Beck and Mayor Johnson), 0 nays, 0 absent

Dan Pfluger/PZ Commis

**Mayor Johnson called for a motion to approve Scott Heidemann and Shane Klinger for reappointment to serve five-year terms ending September 2025 on the Planning and Zoning Commission. The motion was made by Trustee Bailey and seconded by Trustee Schmidt.** Motion carried by voice vote. Motion approved. On roll call: 7 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, Beck and Mayor Johnson), 0 nays, 0 absent

Heidemann/Klinger/PZ  
Commission

Mayor Johnson encouraged the residents to drive down Elm Avenue, the former Parade Route and check out all the decorations. Judging the lights along Elm Avenue will be Loves Park City Clerk Bob Burden and Machesney Park Village Clerk Lori Mitchell.

In addition, he invited the community to participate in the Drive-By Village Christmas Tree Lighting on Sunday, November 22 at 6:00 p.m.. There is an opportunity for the young people to wave to Santa and Mrs. Claus and drop off their Letters to Santa in the North Pole Mail Box. After this event, the mail box will be moved to Village Hall where the kids can continue to drop off letters until December 21 in the special mailbox.

He further reminded everyone of the Toy Drive that will run through December 11 during the work week. Donations can be dropped off at Village Hall Monday through Friday from 8-4:30 each day through December 11. The Village collaborates for the Toy Drive with Helping Hands Pantry which serves over 400 families in our community per month. Please drop off an unwrapped gift or toy to Village Hall through December 11.

**Attorney Tom Green had no report this evening.**

7. Attorney's Report

**Village Administrator James Richter II wished everyone a happy and healthy Thanksgiving. He thanked all of the Trustees and Staff for everything you do to serve this community. It's a pleasure to work alongside you.**

8. Village Administrator

**Finance and HR Manager Michelle Johanssen provided the quarterly investment report for the third quarter of 2020. She reported the total interest earned over the past quarter was \$11,513 compared to \$86K in the prior year and \$34K in the prior quarter.**

9. Finance/HR Manager

In order to improve our diversification ratios and to take advantage of slightly higher interest rates, Deb quoted two transactions with banks on the authorized list and so we have made two changes in the current month: \$350K was transferred into a money market account at Associated Bank with an interest rate of 0.15% and \$1M of MFT funds was transferred to a one-year CD at Midland States Bank with an interest rate of 0.30%. If you have any questions please let Deb or myself know.

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

10. Public Works Supt.

**Village Engineer Chris Dopkins reported that the Village had a demolition contract for a number of homes in the flood plain open. We maintained that contract open as there was an outside chance that perhaps we could see some more funding. Unfortunately, while that never materialized, there is still a little bit of work to be done under that contract. Specifically, there are two homes on Liberty Avenue where the water services need to be disconnected. That work is scheduled for tomorrow morning. North Park Public Water District and our office have coordinated with the contractor. It is necessary to turn off the water main for a block of Liberty to complete the work and North Park Public Water has contacted the affected residents and hopefully things will go smoothly in the morning and they will be back in water by around noon.**

11. Village Engineer

**Secondly, he wished everyone a very safe and healthy Thanksgiving.**

**Public Safety Supervisor, Lt. Anthony Miceli** introduced himself and reported he had been with the Sheriff's Police for about 24 years and has been assigned to Machesney to assume the role left by Deputy Chief Stanley who was promoted today. He said he was looking forward to being here and working with all of the Board and Community.

He reported about one call that he wanted to make the Board aware of was that at the Mobile station on Orlando, he had two officers driving by there and noticed a career felon, who was wanted on numerous burglary warrants in three counties. They stopped him there at the gas station and recovered a handgun. This will close numerous cases for surrounding counties and they are very appreciative to the Deputies who worked Machesney Park that night for the arrest.

#### COMMITTEE AND TRUSTEE REPORTS

**District #1 Trustee Seipts, Public Improvements and Safety Chair** reported that the Public Improvement and Safety Committee met this evening and reviewed one resolution, 62-R-70 that will go to the December 7 Board Agenda with a positive recommendation.

**District #2 Trustee Schmidt, Administration and Finance Vice-Chair** had no report this evening.

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

**District #4 Trustee Wilson, Administration and Finance Chair,** reported the A&F Committee met this evening and reviewed one resolution, Resolution 61-R-20 that will go to the December 7 Board Agenda with a positive recommendation.

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

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

Village Administrator James Richter II, presented the items under Item X. Consent Agenda as follows:

- A. Ordinance 43-20, Amending Village Municipal Code Chapter 2 Board of Trustees and Chapter 21 Personnel Policy, Final Reading
- B. Ordinance 39-20, Granting a Variance for a Front Setback at 1600 West Lane Road, First Reading
- C. Ordinance 41-20, Granting a Special Use Permit for Motor Vehicle Rental at 1023 Harlem Road, First Reading
- D. Ordinance 42-20, Granting a Text Amendment to Add "Principal Building" Definition to Zoning Code, First Reading
- E. Resolution 58-R-20, 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. No items were removed from the Consent Agenda to be considered separately. 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 Schmidt. The motion was approved by roll call vote: 7 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, Beck and Mayor Johnson), 0 nays, 0 absent

Trustee Kidd made a motion to waive the rules in order to bring Ordinance 41-20 back for second and final reading this evening to enable the business owner to maximize his profits during these tough economic times. Motion was seconded by Trustee Seipts.

12. Pub Safety Supervisor

13. Committee Reports

14. District #1 Report

15. District #2 Report

16. District #3 Report

17. District #4 Report

18. District #5 Report

19. District #6 Report

20. Consent Agenda

Ord 43-20/Pass/Fin

Ord 39-20/Pass/1<sup>st</sup>

Ord 41-20/Pass/1<sup>st</sup>

Ord 42-20/Pass/1<sup>st</sup>

Res 58-R-20/Pass

Waive Rules/Pass

The motion to waive the rules was approved by roll call vote: 6 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, and Beck), 0 nays, 0 absent

Mayor Johnson called for a motion to approve Ordinance 41-20, Granting a Special Use Permit for Motor Vehicle Rental at 1023 Harlem Road, Final Reading. The motion was made by Trustee Kidd and seconded by Trustee Seipts.

Ord 41-20/Fin/Pass

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

21. Unfinished Business

NEW BUSINESS: None

22. New Business:

PUBLIC COMMENT: There were no requests for public comment and there was no one in the waiting room.

23. Public Comment

CLOSED SESSION: None

24. Closed Session

Trustee Bailey moved to adjourn; seconded by Trustee Beck. The motion was approved by roll call vote: 6 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, and Beck), 0 nays, 0 absent

25. Adjourn

Meeting adjourned at 6:27 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.