

VILLAGE OF MACHESNEY PARK
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings ~ Regular Meeting, January 6, 2020

The meeting was called to order at 6:00 p.m. by Mayor Steve Johnson. Rev Rodney Lensorford from First Born Ministries 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

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
Harlem Student Liaison Hannah Herrera
Public Safety Supervisor Lt. Tammie Stanley

The Journal of Proceedings for the Regular Board Meeting from December 16, 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.

Treasurer Bradley Robison presented the Treasurer's Report indicating it reflected what the Village received in Motor Fuel Tax Funds of \$96,062.30; Build Machesney Road Funds of \$328,903.00; a total of all funds as of December 23, 2019 was \$14,869,373.81. Copies of the report are available at the back of the room. A motion was made by Trustee Schmidt and seconded by Trustee Bailey to accept the Treasurer's Report. Motion carried by voice vote.

Clerk Mitchell reported that the Village has received notification from Charter Communication about upcoming changes to their programming. To view the Spectrum channel lineup, you can visit www.spectrum.com/channels.

Further, she reported that due to the closure of Village Hall in honor of Martin Luther King Day, our next Village Board Meeting will be Tuesday, January 21, 2020.

Trustee Schmidt presented the warrant in the amount of \$1,405,777.75 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

ADMINISTRATIVE REPORTS

Mayor Steve Johnson said he hoped everyone had a happy holiday season and enjoyed spending time with their family and friends. He announced the winners of the best decorated homes along the parade route for the Light up the Parks Parade. They were the Sanders Residence at 6328 Elm Avenue in Loves Park and the Purifoy Residence at 8532 Elm Avenue in Machesney Park.

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 the Village received notification that PCI Pharma has finalized a deal to occupy 150,000 square feet of space at 10100 Forest Hills Road. This is a large industrial building formerly occupied by Servicom. We will be inspecting for an occupancy certificate tomorrow and we do not expect any issues there.

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

They already have a presence here in Machesney Park, so we are grateful that they continue to see a light in occupying business space here in the Village of Machesney Park.

Secondly, we did receive our first cannabis business establishment zoning permit application form for a craft grow operation at 5040 Willowcreek Road. It is the northwest corner of Forest Hills and Willowcreek. We anticipate we will be able to approve the zoning permit. However, just because we issue the zoning permit does not mean that they have obtained their state license yet. Further, he indicated there are a limited number of licenses to be issued on this first go-around. He said he would keep everyone apprised on if they decide to move forward to building a building for this operation.

Public Works Superintendent Chad Hunter had no report this evening.

Village Engineer Chris indicated that the Public Works building is enclosed. The iron workers still have some more trim work to put up on the building itself, but for all practical purposes, the roof and the walls are all on at this point. Plumbing work is going on inside the building right now. They are putting on all the gravity drains inside the building. That should be wrapped up by the end of next week and then we will be looking to put the floors in.

Harlem High School Student Liaison Hannah Herrera wished everyone a Happy New Year. She said that Boys Varsity Swimming will be having their meet at home this coming Thursday, everyone is invited to come and support our swimmers. Further, Harlem Middle School, JV Cheer and Varsity Cheer all placed first at the Cheer Classic at Belvidere. That was a good win for us to start off the season. Next Saturday they will be competing at Lake Zurich. During Break, the Harlem Wrestling Team hosted the Dvorak Meet which is the largest wrestling meet in the Midwest. Some of our students placed during this competition: Chad Richards got 5th place and Kevin Linquist got 7th place. Those were big accomplishments. Congratulations to them.

Public Safety Supervisor, Lt. Tammie Stanley reported for the month of December, there were 42 arrests, 16 warrants served, 166 traffic citations issued, 9 DUIs, and 623 citizen contracts made.

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 had no report this evening.

District #3 Trustee Kidd, Planning and Economic Development Vice-Chair had no report this evening.

District #4 Trustee Wilson, Planning and Economic Development Chair, reported the PED Committee met this evening and approved three resolutions. Two will be on the January 21 Meeting Agenda and the other is on tonight's Board Meeting Agenda with a positive recommendation.

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

District #6 Trustee Beck, Public Improvements and Safety Chair, had no report this evening.

11. Public 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 on tonight's Consent Agenda as follows:

- A. Ordinance 01-20, Approving a Text Amendment to Add Fence Standards for Ground Mounted Solar Installations, Final Reading
- B. Ordinance 02-20, Approving a Text Amendment to Remove "Floor Area" Definition from Zoning Code, Final Reading
- C. Ordinance 03-20, Approving a Text Amendment to Add Address Number Requirements for Freestanding Signs, First Reading
- D. Ordinance 05-20, Amending Chapter 21, Personnel Policy and Chapter 7, Other Provisions, Final Reading
- E. Resolution 02-R-20, Adopting Personnel Policies and Job Description Manual
- F. Resolution 04-R-20, Adopting Winnebago County Multi-Hazard Mitigation Plan
- G. Resolution 05-R-20, Authorizing the Competitive Rebidding of Mitchell Recreational Path
- H. Resolution 06-R-20, Authorizing the Engineering for Road Reconstruction of Pine-Al and Hawksview

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 Wilson 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

PUBLIC COMMENT: None

CLOSED SESSION: None

Trustee Seipts moved to adjourn; seconded by Trustee Kidd. Motion approved by voice vote. Meeting adjourned at 6:11 p.m.

APPROVED:

Lori J. Mitchell, MMC
Village Clerk

22. Consent Agenda

Ord 01-20/Fin/Pass
Ord 02-20/Fin/Pass
Ord 03-20/1st/Pass
Ord 05/20/Fin/Pass
Res 02-R-20/Pass
Res 04-R-20/Pass
Res 05-R-20/Pass
Res 06-R-20/Pass

23. Unfinished Business - None
24. New Business - None
25. Public Comment -None
26. Closed Session - None
27. Adjourn

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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.