

VILLAGE OF MACHESNEY PARK
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings ~ Regular Meeting, March 16, 2020

The meeting was called to order at 6:00 p.m. by Mayor Steve Johnson. Trustee James Kidd 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: Deputy Clerk Penny Miller
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 Safety Supervisor Lt. Tammie Stanley

The Journal of Proceedings for the Regular Board Meeting from March 2, 2020 were approved per typewritten copy submitted by the Clerk on a motion by Trustee Wilson and seconded by Trustee Bailey. Motion carried by voice vote.

Treasurer Bradley Robison presented the Treasurer's Report as of March 9, 2020, reflected a total of all funds to be \$14,611,996.53. Copies of the report are 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. Motion carried by voice vote.

Clerk Mitchell left no report this evening.

Trustee Schmidt presented the warrant in the amount of \$1,850,916.74 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 reported that the Village is aware of the concerns of the Coronavirus and have remained in contact with the Winnebago County Health Department on a daily basis to receive updates on the ongoing efforts to limit the spread of the virus. As of this time there is only one confirmed case of COVID-19 in Winnebago County. People can help prevent the spread of the virus by staying home if you are sick, washing your hands often with soap and water for at least 20 seconds, covering a cough or sneeze, and practice social distancing by remaining six feet from one another. Residents can contact the Illinois Department of Public Health Hotline at 1.800.889.3931 or follow updates with the Health Department at www.wchd.org or call them at 815.319.6705. He encouraged everyone to help support local food establishments by using curbside pickup, drive-thru's, carryout and delivery options. He also reminded residents to vote tomorrow.

Attorney Tom Green had no report this evening.

Village Administrator Tim Savage had a report from Village Engineer Chris Dopkins in reference to the PW building. He indicated that 90% of the exterior brick is in place, sheet rock is up and installed in the office and bathrooms, interior CMU block is painted, sheet rock is primed, 65% of interior steel members are painted, 90% of the electrical conduit is in place, and 50% of wiring is pulled, 85% of mechanical work is complete, and all exterior garage doors are in place.

He added to the Mayor's comments regarding the COVID-19. The Village has continued to be in contact with the Winnebago County Health Department for several weeks in cooperation with their coordinated response and we continue to follow their guidance and also work with other local governments and agencies. In keeping with the response to have precautionary measures in place the Village has instituted certain protocols at Village Hall; it will remain open and available to residents, but we encourage them to do as much business online as possible. This could go on for a

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

long haul and staff is prepared for that. Public Works staff will be around a few times a day to wipe down Village Hall facilities. Building inspections will not be completed within occupied residential homes. The inspectors will continue with commercial building inspections and residential inspections for new construction. North Park Water Department will be suspending all shut-offs due to nonpayment. This does not relieve customers from paying their bills, but they will not be shut off for nonpayment at this time. Any fees that have accumulated during this time will be the responsibility of the customer. They are suspending the new water replacement program and there will be no non-emergency service calls for water related issues. He informed the Board that as time goes by there may be a need for emergency spending. He will do his best to keep the Board informed if it needs to occur. In the near future the Village meetings may be held electronically.

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

Community Development Director James Richter II reported that the Military Banner Program will be moving to North Second Street from the Bauer Bridge within the next few weeks. The floodplain park plan open house scheduled for April 1, will be rescheduled to a later date. He reminded everyone to continue to patronize local businesses.

Public Works Superintendent Chad Hunter left no report.

Village Engineer Chris Dopkins report was given by VA Savage.

Harlem High School Student Liaison Hannah Herrera left no report.

Public Safety Supervisor, Lt. Tammie Stanley reported that during the month of February there were 45 arrests, 253 traffic citations written, 9 DUI arrests, and 770 citizen contacts. She reported that the Sheriff's Department raised \$1,900 for the Polar Plunge.

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 the A&F Committee met this evening and recommended approval of Ordinance 11-20 and Resolution 20-R-20 which will go to the April 6, 2020 Board Agenda with positive recommendations.

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

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 Improvement and Safety Chair, reported the Public Improvement and Safety Committee met this evening and approved Resolution 21-R-20 which will go to the April 6, 2020 Board agenda with a positive recommendation.

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.

9. Finance/HR Manager
10. Comm. Dev. Dir
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
22. Consent Agenda

Village Administrator Tim Savage, presented the items on tonight's Consent Agenda as follows:

- | | |
|---|-------------------|
| A. Ordinance 08-20, Adopting Official Zoning Map, First Reading | Ord. 08-20/Pass |
| B. Ordinance 10-20, Disposal of Surplus Personal Property, First Reading | Ord. 10-20/Pass |
| C. Resolution 16-R-20, Authorizing Intergovernmental Agreement with Winnebago County Relating to 911 Services | Res. 16-R-20/Pass |
| D. Resolution 17-R-20, Amending the Condition for Final Plat 7, Willow Creek Center | Res. 17-R-20/Pass |
| E. Resolution 19-R-20, Authorizing an Amendment to Section 12 of an Employment Agreement | Res. 19-R-20/Pass |

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 Seipts and seconded by Trustee Wilson. 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

23. Unfinished Business

NEW BUSINESS: None

24. New Business

PUBLIC COMMENT: Renee Moore, 4801 Pine-Al, Machesney Park, asked again that the Village consider changing the code for RV parking at her home.

25. Public Comment

CLOSED SESSION: Mayor Johnson called for a motion to go into Closed Session for the purpose of 5 ILCS 120/2(c)(1), Performance Evaluation of Personnel and 5 ILCS 120/2.06(d), Review Closed Session Minutes. Motion was made by Trustee Schmidt and seconded by Trustee Bailey to go into closed session. The motion was approved by voice vote.

26. Closed Session

The Board went into Closed Session at 6:15 p.m. and returned to Open Session at 6:38 p.m.

Mayor Johnson called the open meeting to order at 6:38 p.m.

27. Open Session

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

Also Present: Deputy Clerk Penny Miller, Attorney Tom Green, Administrator Tim Savage, Finance and HR Manager Michelle Johannsen

Attorney Green noted that other than approval of Closed Session Minutes, there was no action taken during the closed session and all information discussed in closed session is confidential.

Trustee Beck moved to adjourn; seconded by Trustee Kidd. Motion approved by voice vote. Meeting adjourned at 6:40 p.m.

28. Adjourn

APPROVED:

Penny Miller, Deputy Clerk
for 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.