

**VILLAGE OF MACHESNEY PARK**  
**Journal of Proceedings ~ Regular Meeting, March 1, 2021**

The meeting was called to order at 6:00 p.m. by Mayor Steve Johnson.

*Due to on-going concerns regarding the Covid-19 pandemic, the Village will limit occupancy within the board room to 25 people at any one time, including board members, staff, and any interested members of the public. In compliance with the Governor's disaster declaration, the Village is required to broadcast this meeting live on the Village of Machesney Park YouTube channel <http://tiny.cc/vmpchannel>. Public comment may be given in-person or written submissions received by 4:00 pm on the day of the meeting will be read on your behalf during the Public Comment portion of the meeting. Please email written submissions to [clerk@machesneypark.org](mailto:clerk@machesneypark.org). You may also listen to the recorded meeting at a later time by visiting <http://tiny.cc/vmpchannel>.* Trustee Aaron Wilson gave the Invocation, which was followed by the Pledge of Allegiance led by Trustee Erick Beck.

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

Present: Deputy Clerk Penny Miller  
Village Treasurer Deborah Alms  
Village Attorney Tom Green  
Village Administrator James Richter II  
Finance and HR Manager Michelle Johannsen  
Public Works Superintendent Chad Hunter  
Village Engineer Chris Dopkins  
Lt. Joseph Boomer

Absent: Trustee James Kidd

The Journal of Proceedings for the Regular Board Meeting from February 16, 2021 were approved per typewritten copy submitted by the Deputy Clerk on a motion by Trustee Schmidt and seconded by Trustee Seipts. Motion approved. On roll call: 5 ayes (Trustees Seipts, Schmidt, Wilson, Bailey, and Beck), 0 nays, 1 absent (Trustee Kidd)

Village Treasurer Deborah Alms presented the Treasurer's Report as of February 22, 2021, reflecting the total of all funds to be \$17,692,786.17. A motion was made by Trustee Wilson and seconded by Trustee Beck to accept the Treasurer's Report and place it on file. Motion carried by voice vote. Motion approved. On roll call: 5 ayes (Trustees Seipts, Schmidt, Wilson, Bailey, and Beck), 0 nays, 1 absent (Trustees Kidd)

Communications: None

Trustee Wilson presented the warrant in the amount of \$626,642.58 and moved for its passage; seconded by Trustee Seipts. Motion approved. On roll call: 5 ayes (Trustees Seipts, Schmidt, Wilson, Bailey, and Beck), 0 nays, 1 absent (Trustees Kidd)

**ADMINISTRATIVE REPORTS**

Mayor Johnson thanked elected officials and staff for attending the budget meeting on Saturday, February 27, 2021. He also thanked Village Administrator James Richter II and Finance and HR Manager Michelle Johannsen for their presentation in a different format from the past. He asked residents to keep with storm drains and drywells in front of their homes to help keep them cleaned so the water can flow through swiftly to help avoid potential flooding on the streets.

Attorney Tom Green had no report.

Village Administrator James Richter II had no report.

Finance and HR Manager Michelle Johannsen had no report.

Public Works Superintendent Chad Hunter had no report.

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. Public Works Supt.

Village Engineer Chris Dopkins reported that Sheridan Plumbing will be out on Alpine Road for the next week and a half working to complete the field work on the storm sewer clean and televising program.

Public Safety Supervisor, Lt. Joseph Boomer had no report.

#### COMMITTEE AND TRUSTEE REPORTS

District #1 Trustee Seipts, Public Improvements and Safety Chair had no report.

District #2 Trustee Schmidt, Administration and Finance Vice-Chair gave an update on property at 10216 N. 2<sup>nd</sup>. The home was damaged in a storm this winter. The property owner has since brought it into compliance by demolishing it. He thanked James Richter II, Zach Andrews, and the homeowner for their work to help bring it into compliance.

District #3 Trustee Kidd, Public Improvements and Safety Vice-Chair left no report.

District #4 Trustee Wilson, Administration and Finance Chair reported that Resolution 09-R-21 was approved at the A&F meeting this evening and will go to Board on March 15, 2021 with a positive recommendation.

District #5 Trustee Bailey, Planning and Economic Development Chair reported that Ordinance 16-21 will go to Board on March 15, 2021 with a positive recommendation and Resolution 15-R-21 will go with a negative recommendation.

District #6 Trustee Beck, Planning and Economic Development Vice-Chair had no 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 James Richter II, presented the items under Item X. Consent Agenda as follows:

#### X. Consent Agenda\*

- A. Ordinance 08-21, Special Use Permit for Outdoor Storage at 1189 Anvil Drive, Final Reading
- B. Ordinance 09-21, Variance from Outdoor Storage Screening Requirements at 1189 Anvil Drive, Final Reading
- C. Ordinance 10-21, Variance from Commercial Design Standards, 8010 N. 2<sup>nd</sup> Street, Final Reading
- D. Ordinance 11-21, Special Use Permit for Major Motor Vehicle Repair in CG District at 8010 N. 2<sup>nd</sup> Street, Final Reading
- E. Ordinance 17-21, Ordinance Extending Conditions of a Real Estate Transaction with Freddy's, First Reading
- F. Resolution 11-R-21, Authorization to Bid Demolition of Structures in the Flood Mitigation & Abandoned Property Programs
- G. Resolution 12-R-21, Authorize Professional Audit Services for Fiscal Years Ending 2021, 2022, & 2023 with Lauterbach & Amen, LLP
- H. Resolution 13-R-21, Authorize Rock Road Change Order for Pavement Repair

Mayor Johnson asked if there were any items to be removed from the Consent Agenda to be considered separately. There were none. 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 Bailey and seconded by Trustee Wilson. Motion approved. On roll call: 6 ayes (Trustees Seipts, Schmidt, Wilson, Bailey, Beck, and Mayor Johnson), 0 nays, 1 absent (Trustee Kidd)

UNFINISHED BUSINESS: None

- 11. Village Engineer
- 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 08-21/2<sup>nd</sup>/Pass
  - Ord 09-21/2<sup>nd</sup>/Pass
  - Ord 10-21/2<sup>nd</sup>/Pass
  - Ord 11-21/2<sup>nd</sup>/Pass
  - Ord 17-21/1<sup>st</sup>/Pass
  - Res 11-R-21/Pass
  - Res 12-R-21/Pass
  - Res 13-R-21/Pass
- 21. Unfinished Business

NEW BUSINESS : None

PUBLIC COMMENT: None

Trustee Wilson moved to adjourn; seconded by Trustee Bailey. 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)

Meeting adjourned at 6:10 p.m.

APPROVED:

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Penny L. Miller  
Deputy Clerk

22. New Business

23. Public Comment

24. Adjourn