



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

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

Members of the public are welcome to attend Village Board and Committee meetings in person. The State of Illinois is requiring face coverings for all public indoor settings, regardless of vaccination status. All meetings are recorded and broadcast live on the Village's YouTube channel. Public comment may be given in-person and written submissions received by 4:00 pm on the day of the meeting will be read on your behalf during Public Comments.

Pastor Luke Uran, First Free Church 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 and Terri Bailey

Absent: Trustee Erick Beck

Present: Clerk Robbin Snodgrass

Village Attorney Tom Green

Village Treasurer Deborah Alms

Village Administrator James Richter II

Finance and HR Manager Michelle Johannsen

Public Works Superintendent Chad Hunter

Management Analyst Dylan Moffitt

Village Engineer Chris Dopkins

Public Safety Supervisor, Deputy Chief Anthony Miceli

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| I. The Journal of Proceedings for the Regular Board Meeting from October 18, 2021 was approved per typewritten copy submitted by the Clerk on a motion by Trustee Wilson and second by Trustee Schmidt. Motion carried on Voice Vote. | 1. Minutes Approved |
| II. Village Treasurer Deborah Alms presented the Treasurer's Report as of October 25, 2021 reflects the total of all funds to be \$26,460,938.40. A motion was made by Trustee Bailey and second by Trustee Schmidt to accept the Treasurer's Report and place it on file. Motion approved. On Roll Call: 6 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, and Mayor Johnson) 1 absent (Trustee Beck) | 2. Treasurer's Report |
| III. Communications: Clerk Snodgrass asked the Trustees to please make an appointment with her to look at Closed Session Meeting minutes ready for release. | 3. Communications |
| IV. Warrant: Trustee Schmidt presented the warrant in the amount of \$978,217.73 and moved for its passage; second by Trustee Wilson. Motion approved: 6 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, and Mayor Johnson) 1 absent (Trustee Beck) | 4. Warrant/Approved |
| V. ADMINISTRATIVE REPORTS: A. President *Mayor Johnson shared that the 5 th Annual Touch a Truck event was a huge success, it was held at Village Town Center on Saturday, October 30 from 11 am – 1 pm. He thanked Public Works, Village Staff, Elected Officials and Winnebago County Sheriff's Deputies for help and support. * Co-Hosting Gun Lock Event on November 6 from 10 am – 12 pm at Loves Park City Hall. * Lastly, Mayor Johnson reminded everyone about the Light up the Parks Park Holiday Parade and Christmas Tree Lighting Ceremony that will held on November 21 starting at 4:45 pm. | 5. Administrative Reports 6. Mayor's Report |
| B. Attorney Tom Green had no report. | 7. Attorney's Report |

C. Village Administrator James Richter II had no report.

D. Finance and HR Manager Michelle Johannsen shared the Quarterly Investment Report for the third quarter of 2021. Total interest earned for the quarter was \$10,560, which is a slight increase over the prior quarter. There were no new investments over the past quarter. We are in the middle of transitioning checks, deposits, and payroll to the new bank and should have the majority of everything moved by the end of the year.

E. Public Works Superintendent Chad Hunter had no report.

F. Village Engineer Chris Dopkins reported on the Pavement Maintenance project is nearly complete. Lastly, Clean and Televising of the Harlem Storm Sewer System if awarded this evening will begin next week.

G. Public Safety Supervisor Deputy Chief Anthony Miceli reported that for the Month of November and December they are participating in "No Shave November/December" with funds raised going to the Chaplain Division of Winnebago County. In addition the Department welcomed 2 new German Shepherd Canines recently.

IX. COMMITTEE AND TRUSTEE REPORTS

District #1 Trustee Seipts, Planning and Economic Development Vice-Chair had no report.

District #2 Trustee Schmidt, Administration and Finance Chair reported that the Administration and Finance Committee will be sending 1 Resolution to the board meeting tonight and 1 to the November 15 board meeting with positive recommendations.

District #3 Trustee Kidd, Planning and Economic Development Chair expressed condolences to the family of Aalim Haneef/ Lee Goble and Jeffrey Harris families.

District #4 Trustee Wilson, Administration and Finance Vice-Chair had no report.

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

District #6 Trustee Beck, Public Improvements and Safety Chair left no report.

XI. 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*

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|--|-------------------|
| 1) Ordinance 51-21, Variance from Total Sign Area, 9901 Orlando Ave. Final Reading | Ord 51/Final/Pass |
| 2) Ordinance 52-21, Variance from the Commercial Design Awning Standard, 9901 Orlando Ave. Final Reading | Ord 52/Final/Pass |
| 3) Ordinance 53-21, Special Use Permit for Outdoor Storage in Light Industrial (IL) Zoning District, 10565 Product Dr. Final Reading | Ord 53/Final/Pass |
| 4) Ordinance 54-21, Regulating and Licensing Tobacco and Alternative Nicotine Products Sellers. Final Reading | Ord 54/Final/Pass |
| 5) Resolution 57-R-21 Approving an Application for a Class A Liquor License, 1031 Harlem Road | Res 57-R-21/Pass |
| 6) Resolution 58-R-21 Authorize purchase of 2021 Ford F150 Truck | Res 58-R-21/Pass |
| 7) Resolution 61-R-21 Award the Contract for Harlem Road Storm Sewer Clean and Televis Project. | Res 61-R-21/Pass |

8. Village Administrator

9. Finance/HR Manager

10. Public Works Supt.

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

Mayor Johnson asked if there were any items to be removed from the Consent Agenda to be considered separately. The Consent Agenda was accepted as presented. Motion made by Trustee Schmidt and second by Trustee Seipts. The motion was approved. On roll call: 6 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, and Mayor Johnson) 1 absent (Trustee Beck)

XI. UNFINISHED BUSINESS:

- 1) Ordinance 50-21, Variance from Freestanding Sign Base, Height and area Regulations, 9901 Orlando Ave. Motion for approval made by Trustee Seipts and second by Trustee Bailey. Staff Report was given by Village Administrator James Richter II. The motion was approved. On roll call: 5 ayes (Trustees Seipts, Wilson, Bailey, Kidd and Mayor Johnson) 1 Nay (Schmidt), 1 absent (Trustee Beck)
Trustee Seipts moved to waive rules and final reading to be taken for Ord 50-21 Second by Trustee Kidd. The motion was approved. On roll call: 5 ayes (Trustees Seipts, Kidd, Wilson, Bailey, and Mayor Johnson) 1 Nay (Schmidt), 1 absent (Trustee Beck)
Motion for Final Approval of Ord 50-21 made by Trustee Seipts with second by Trustee Kidd The motion was approved. On roll call: 5 ayes (Trustees Seipts, Kidd, Wilson, Bailey, and Mayor Johnson) 1 Nay (Schmidt), 1 absent (Trustee Beck)

XII. NEW BUSINESS:

XIII. PUBLIC COMMENT: None

XIV. CLOSED SESSION: None

XV. ADJOURNMENT: Motion by Trustee Wilson to adjourn; second by Trustee Kidd. Motion carried by voice vote.

Meeting adjourned at 6:21 p.m.

APPROVED:

Robbin Snodgrass
Village Clerk

21. Unfinished Business:
Ord 50/1st/Fin/Pass

22. New Business: none

23. Public Comments: none

24. Closed Session: none

25. Adjourn