

**VILLAGE OF MACHESNEY PARK**  
**Journal of Proceedings ~ Regular Board Meeting,**  
**Monday, March 21, 2022**

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

Lead Pastor Bart Bentley from Journey Park Ministries gave the invocation followed by the pledge lead by Trustee Aaron Wilson.

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

Absent: Trustees James Kidd and 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

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 March 7, 2022 were approved per typewritten copy submitted by the Clerk on a motion by Trustee Wilson and seconded by Trustee Seipts. Motion carried by Voice Vote.   | 1. Minutes Approved                            |
| II. Village Treasurer Deborah Alms presented the Treasurer's Report as of March 14, 2022 reflects the total of all funds to be \$26,631,595.37. A motion was made by Trustee Wilson second by Trustee Schmidt to accept the Treasurer's Report and place it on file. Motion approved. On Roll Call: 5 ayes (Trustees Seipts, Schmidt, Wilson, Bailey, and Mayor Johnson) 2 absent (Trustees Kidd and Beck)   | 2. Treasurer's Report                          |
| III. Communications: Clerk Snodgrass reminded board members that the Statement of Economic Interest should have been received and needs to be completed before May 1, 2022. She also reminded board members of the closed session meeting coming up in April. Lastly, Clerk Snodgrass welcomed the students from Harlem High School and the Mayor presented the 2021 Boys Bowling, Girls Bowling, and Dance Team with awards for the outstanding seasons they completed. | 3. Communications                              |
| IV. Warrant: Trustee Schmidt presented the warrant in the amount of \$1,428,276.50 and moved for its passage; second by Trustee Wilson. Motion approved on Roll Call: 5 ayes (Trustees Seipts, Schmidt, Wilson, Bailey, and Mayor Johnson) 2 absent (Trustees Kidd and Beck)   | 4. Warrant/Approved                            |
| V. ADMINISTRATIVE REPORTS :<br>A. Mayor Johnson reported on the following:<br>*Mayor Johnson attended another of the Chambers Legislative events where Winnebago County Board Chairman Joseph Chiarelli shared the "State of the County".<br>*Mayor congratulated By the Dozen Bakery for beginning recognized in What Rocks in the Rockford Region as Best Bakery.<br>*Mayor Johnson then shared a thank you Note from Chip Stoner, of the Boys and Girls Club.         | 5. Administrative Reports<br>6. Mayor's Report |

- B. Attorney Tom Green had no report.
  - C. Village Administrator James Richter II had no report.
  - D. Finance and HR Manager Michelle Johannsen reminded the Board – remainder of the Budget will be sent this week for their review.
  - F. Village Engineer Chris Dopkins had no report.
  - G. Public Safety Supervisor Deputy Chief Anthony Miceli shared his February 2022 report of 565 Traffic stops, 11 DUI arrests, 1658 Calls for service and 72 arrests.
- VI. COMMITTEE AND TRUSTEE REPORTS
- 1. District #1 Trustee Seipts, Planning and Economic Development Vice-Chair had no report.
  - 2. District #2 Trustee Schmidt, Administration & Finance Chair reported the A/F committee are forwarding one ordinance and two resolutions with positive recommendations to the board for final approval.
  - 3. District #3 Trustee Kidd, Planning and Economic Development left no report.
  - 4. District #4 Trustee Wilson, Administration and Finance Vice-Chair Administration and Finance had no report.
  - 5. District #5 Trustee Bailey, Public Improvements and Safety Vice-Chair shared the PISC are sending 2 resolutions to board with positive recommendations.
  - 6. District #6 Trustee Beck, Public Improvements and Safety Chair left no report.
- VII. 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 Administration James Richter II presented the items under Item VII. Consent Agenda as follows:
- Consent Agenda\*
- 1. Ordinance 11-22, Amend Special Use Permit for Self-Storage in the Commercial General (CG) District, 8750 N. Second St. First Reading
  - 2. Ordinance 12-22, Adopt Official Zoning Map for the Village of Machesney Park. First Reading
  - 3. Resolution 13-R-22, Adopt Fund Balance Policy
  - 4. Resolution 14-R-22, Adopting an Economic Development Business Retention Program

- 7. Attorney's Report
- 8. Village Administrator
- 9. Finance/HR Manager
- 10. Village Engineer
- 11. Public Safety Supervisor
- 12. Committee Reports
- 13. District #1 Report
- 14. District #2 Report
- 15. District #3 Report
- 16. District #4 Report
- 17. District #5 Report
- 18. District #6 Report
- 19. Consent Agenda
  
- Ord 11-22/1<sup>st</sup>/pass
- Ord 12-22/1<sup>st</sup>/pass
- Res 13-R-22/pass
- Res 14-R-22/pass

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5. Resolution 15-R-22, Authorization to accept IHDA's Strong Communities Program Grant SCP-52189

Mayor Johnson asked if there were any items to be removed from the Consent Agenda to be considered separately. Mayor Johnson asked for a motion to approve the Consent Agenda. Motion made by Trustee Seipts and second by Trustee Bailey. The motion was approved on roll call: 5 ayes (Trustees Seipts, Schmidt, Wilson, Bailey, and Mayor Johnson) 2 absent: (Trustees Kidd and Beck)

VIII. UNFINISHED BUSINESS: None

IX. NEW BUSINESS: None

X. PUBLIC COMMENT: None

XI. CLOSED SESSION: None

XII. ADJOURNMENT: Motion by Trustee Schmidt to adjourn; second by Trustee Seipts. Motion carried by Voice Vote.

Meeting adjourned at 6:21 p.m.

APPROVED:

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Robbin Snodgrass  
Village Clerk

Res 15-R-22/pass

20. Unfinished Business:  
none

21. New Business: none

22. Public Comments:  
none

23. Closed Session: none

24. Adjourn

*These minutes are not official unless signed and sealed by the Village Clerk or Deputy Clerk.*