

VILLAGE OF MACHESNEY PARK
Journal of Proceedings ~ Regular Board Meeting,
Monday, April 4, 2022

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

Reverend Heewon Kim from gave the invocation followed by the pledge lead by Trustee Joe Seipts.

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

Present

Remotely: 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
 Management Analyst Dylan Moffitt
 Public Safety Supervisor Deputy Chief Anthony Miceli

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| <p>I. The Journal of Proceedings for the Regular Board Meeting from March 21, 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.</p> | <p>1. Minutes Approved</p> |
| <p>II. Village Treasurer Deborah Alms presented the Treasurer’s Report as of March 29, 2022 reflects the total of all funds to be \$26,828,509.01 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: 7 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, Beck, and Mayor Johnson</p> | <p>2. Treasurer’s Report</p> |
| <p>III. Communications: Clerk Snodgrass shared that Trustee Kidd would be reading a proclamation for Great American Cleanup – April 30, 2022</p> | <p>3. Communications</p> |
| <p>IV. Warrant: Trustee Schmidt presented the warrant in the amount of \$233,829.06 and moved for its passage; second by Trustee Wilson. Motion approved on Roll Call: 7 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, Beck, and Mayor Johnson)</p> | <p>4. Warrant/Approved</p> |
| <p>V. ADMINISTRATIVE REPORTS :</p> | |
| <p>A. Mayor Johnson reported on the following:</p> <p style="padding-left: 20px;">*Mayor Johnson shared that there will be a Ribbon Cutting for Freddy’s on Monday, April 11th.</p> <p style="padding-left: 20px;">*Mayor congratulated Field Fastener and owners Jim/Bill Derry on being recognized in “What Rocks in the Rockford Region” as Best Overall Industrial Company to work for.</p> | <p>5. Administrative Reports
6. Mayor’s Report</p> |
| <p>B. Attorney Tom Green had no report.</p> | <p>7. Attorney’s Report</p> |
| <p>C. Village Administrator James Richter II recognized the Hennig effects with expansion and thanked the company for growing in Machesney Park.</p> | <p>8. Village Administrator</p> |

D. Finance and HR Manager Michelle Johannsen had no report.

F. Village Engineer Chris Dopkins left no report.

G. Public Safety Supervisor Deputy Chief Anthony Miceli had no report.

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 three resolutions with positive recommendations to the board for final approval.
3. District #3 Trustee Kidd, Planning and Economic Development had 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 had no report.
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. Final Reading
2. Ordinance 12-22, Adopt Official Zoning Map for the Village of Machesney Park. Final Reading
3. Ordinance 13-22, Redistricting the Village of Machesney Park, First Reading
4. Ordinance 15-22, Authorize Budget Amendments for FY 2021-2022, First Reading.
5. Ordinance 16-22, Adopt Annual budget FY 2022-2023, First Reading
6. Resolution 16-R-22, Authorizing the Village to enter into a ground lease with BAP Illini LLC for 13 Acres of Village owned property at 7740 Perryville Road.

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/FIN/pass

Ord 12-22/FIN/pass

Ord 13-22/1st/pass

Ord 14-22/1st/pass

Ord 16-22/1st/pass

Res 16-R-22/pass

7. Resolution 17-R-22, Authorization to publicly bid the Indigo Lane Improvements.

Res 17-R-22/pass

8. Resolution 18-R-22, Authorization to publicly bid the Harlem Road Improvements.

Res 18-R-22/pass

9. Resolution 19-R-22, Authorize Operating Transfers TY 2021-2022

Res 19-R-22/pass

10. Resolution 20-R-22, Authorize Settlement of Interfund Balances FY 2021-2022.

Res 20-R-22/pass

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: 7 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, Beck, and Mayor Johnson)

20. Unfinished Business:

none

21. New Business:

VIII. UNFINISHED BUSINESS: None

IX. NEW BUSINESS: None

1. Advice and Consent to Appoint Superintendent of Public Works, Mayor Johnson asked for approval to appoint Mitch as the Superintendent of Public Works. Motion made by Trustee Schmidt and second by Trustee Seipts. Staff report was given by Village Administration James Richter II. Discussion followed. The motion was approved on roll call: 7 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, Beck, and Mayor Johnson)

22. Public Comments:

none

23. Closed Session:

X. PUBLIC COMMENT: None

XI. CLOSED SESSION: None

1. 5 ILCS 120/2(c)(1) Annual Performance Evaluation of Village Administrator
Mayor Johnson called for a motion to go into Closed Session Pursuant to 5 ILCS 120/2(c)(1) Annual Performance Evaluation of Village Administrator. Motion was made by Trustee Bailey and seconded by Trustee Schmidt to go into Closed Session. Motion approved by roll call vote: 7 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, Beck, and Mayor Johnson); 0 nays; 0 absent.

The Village Board went into Closed Session at 6:22 p.m. and returned to Open Session at 6:35 p.m.

Mayor Johnson called the Open Session back to order at 6:36 p.m.

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

Also Present: Clerk Robbin Snodgrass
Village Attorney Tom Green
HR and Finance Manager Michelle Johannsen
Village Administrator James Richter II

Attorney Green noted that other than discussion of the performance evaluation, there was no action taken during the closed session and all information discussed in closed session is confidential.

Trustee Seipts moved to adjourn; seconded by Trustee Bailey. The motion carried by voice vote to adjourn.

24. Adjourn

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

Meeting adjourned at 6:37 p.m.

APPROVED:

Robbin Snodgrass
Village Clerk