



**VILLAGE OF MACHESNEY PARK**  
**Journal of Proceedings ~ Regular Board Meeting,**  
**Monday, May 2, 2022**

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

Clerk Robbin Snodgrass gave the invocation followed by the pledge lead by Trustee James Kidd.

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

Absent: Trustee Joe Seipts

Present: Clerk Robbin Snodgrass  
 Village Attorney Tom Green  
 Village Administrator James Richter II  
 Village Engineer Chris Dopkins  
 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 April 18, 2022 were approved per typewritten copy submitted by the Clerk on a motion by Trustee Kidd and seconded by Trustee Bailey. Motion carried by Voice Vote.</p>                                                                                                                                                                                                                                                                                                                                        | <p>1. Minutes Approved</p>                             |
| <p>II. Finance and HR Manager Michelle Johannsen presented the Treasurer’s Report as of April 25, 2022 reflects the total of all funds to be \$27,623,348.04. A motion was made by Trustee Schmidt second by Trustee Kidd to accept the Treasurer’s Report and place it on file. Motion approved. On Roll Call: 6 ayes (Trustees Beck, Schmidt, Kidd, Wilson, Bailey, and Mayor Johnson) 1 absent (Trustee Seipts)</p>                                                                                                                                                            | <p>2. Treasurer’s Report</p>                           |
| <p>III. Communications: Clerk Snodgrass read a proclamation declaring May 1 – 7, 2022 the 53<sup>rd</sup> Annual Professional Municipal Clerks Week.</p>                                                                                                                                                                                                                                                                                                                                                                                                                          | <p>3. Communications</p>                               |
| <p>IV. Warrant: Trustee Schmidt presented the warrant in the amount of \$336,466.34 and moved for its passage; second by Trustee Wilson. Motion approved on Roll Call: 6 ayes (Trustees Schmidt, Kidd, Wilson, Bailey, Beck, and Mayor Johnson) 1 absent (Trustee Seipts)</p>                                                                                                                                                                                                                                                                                                     | <p>4. Warrant/Approved</p>                             |
| <p>V. ADMINISTRATIVE REPORTS :</p> <p>A. Mayor Johnson reported on the following:</p> <ul style="list-style-type: none"> <li>* Mayor Johnson shared recommendations for Committees which will be voted on May 16<sup>th</sup>.</li> <li>* Mayor then shared he attended the Ribbon Cutting and Grand Opening for Ground Up on April 29.</li> <li>* On April 21 he attended Ribbon Cutting for AR Workshop-Rockford.</li> <li>* On April 28 he attended an event at Rock Valley College with Speaker of the House, Emanuel Chris Welch, hosted by State Rep. Dave Vella</li> </ul> | <p>5. Administrative Reports<br/>6. Mayor’s Report</p> |
| <p>B. Attorney Tom Green had no report.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <p>7. Attorney’s Report</p>                            |



C. Village Administrator James Richter II thanked Board and Community for awaiting the hiring of the New Public Works Director. He announced the Public Works Director Mitch Hilden will be starting on Wednesday, May 4, 2022.

8. Village Administrator

D. Finance and HR Manager Michelle Johannsen shared the Quarterly Investment Report for Jan – March 2022.

9. Finance/HR Manager

10. Village Engineer

F. Village Engineer Chris Dopkins had no report.

11. Public Safety Supervisor

G. Public Safety Supervisor Deputy Chief Anthony Miceli recognized that this week is National Corrections Officers Week.

12. Committee Reports  
13. District #1 Report

VI. COMMITTEE AND TRUSTEE REPORTS

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

14. District #2 Report

2. District #2 Trustee Schmidt, Administration & Finance Chair had no report

15. District #3 Report

3. District #3 Trustee Kidd, Planning and Economic Development thanked Deputy Chief Miceli for his time at the jail.

16. District #4 Report

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

17. District #5 Report

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

18. District #6 Report

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

19. Consent Agenda

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 17-22, An Ordinance amending the Village Code Requirements for Tobacco, Alternative Nicotine products and Electronic Cigarettes, First Reading

Ord 17-22/1<sup>st</sup>/pass

2. Ordinance 19-22, Authorize Disposal of Certain Personal Property, Final Reading

Ord 19-22/FIN/pass

3. Ordinance 23-22, Approve the Purchase of 17 Gilbert Terrace, First Reading

Ord 23-22/1<sup>st</sup>/pass

4. Resolution 23-R-22, Authorization to Bid the IL 251 Sidewalk Improvements.

Res 23-R-22/pass

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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 Bailey and second by Trustee Beck. The motion was approved on roll call: 6 ayes (Trustees Schmidt, Kidd, Wilson, Bailey, Beck, and Mayor Johnson) 1 absent (Seipts)

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 Beck. Motion carried by Voice Vote.

Meeting adjourned at 6:15 p.m.

APPROVED:

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Robbin Snodgrass  
Village Clerk

- 20. Unfinished Business: none
- 21. New Business: none
- 22. Public Comments: none
- 23. Closed Session: none
- 24. Adjourn