



VILLAGE OF MACHESNEY PARK
Journal of Proceedings ~ Regular Board Meeting,
Monday, May 16, 2022

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

Clerk Robbin Snodgrass thanked Pastor Tim Firm for his years of service and wished him the best as he moves to Texas in June. Pastor Firm then gave the invocation followed by the pledge lead by Trustee Aaron Wilson.

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

Present: Clerk Robbin Snodgrass
Village Attorney Tom Green
Village Administrator James Richter II
Village Engineer Nick Arps
Director of Public Works Mitch Hilden
Treasurer Deb Alms
Finance and HR Manager Michelle Johannsen
Management Analyst Dylan Moffitt
Public Safety Supervisor Deputy Chief Anthony Miceli

The Journal of Proceedings for the Regular Board Meeting from May 2, 2022 were approved per typewritten copy submitted by the Clerk on a motion by Trustee Wilson and seconded by Trustee Kidd. Motion carried by Voice Vote.

1. Minutes Approved

Treasurer Deb Alms presented the Treasurer’s Report as of May 9, 2022 reflects the total of all funds to be \$27,577,758.42. A motion was made by Trustee Wilson second by Trustee Beck to accept the Treasurer’s Report and place it on file. Motion approved. On Roll Call: 7 ayes (Trustees Beck, Seipts, Schmidt, Kidd, Wilson, Bailey, and Mayor Johnson)

2. Treasurer’s Report

Communications: Clerk Snodgrass shared that Mayor would share proclamations declaring May 15 – 21, 2022, first the National Police Week presented to Deputy Chief Miceli and then National Public Works Week presented to Mitch Hilden, Director of Public Works.

3. Communications

Clerk Snodgrass then introduced Tonya Lamia to give updates for the Parks Chamber and the Chicago Rockford International Airport Board which included detailed information and photos.

4. Warrant/Approved

Warrant: Trustee Schmidt presented the warrant in the amount of \$436,036.81 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)

ADMINISTRATIVE REPORTS :

A. Mayor Johnson reported on the following:

- Mayor Johnson entertained a motion to approve as listed the committee appointments. Motion made by Trustee Seipts, Second by Trustee Schmidt. Motion approved on Roll Call: 7 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, Beck, and Mayor Johnson)
- Mayor then shared he attended along the United Way Staff a clean-up day on May 13th of the Strong neighborhood house at 825 Marie Ave.
- On Saturday, May 14 he attended the Special Olympics event held at Harlem High.
- Also, on May 14 he attended the start to Back the Blue Motorcycle 100 Mile Rally.
- Lastly, on May 14 he attended Harlem/Roscoe Fire Department Annual Luncheon.

B. Attorney Tom Green had no report.

C. Village Administrator James Richter II had no report.

D. Finance and HR Manager Michelle Johannsen had no report

E. Superintendent of Public Works Mitch Hilden shared that the village median plantings were happening this week.

F. Village Engineer Nick Arps had no report.

G. Public Safety Supervisor Deputy Chief Anthony Miceli shared monthly report for April 2022; 537 traffic stops, 9 DUI, 1701 calls for service.

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 had no report.
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 recognized the Forest Preserves of Winnebago County for 100 years of service.
5. District #5 Trustee Bailey, Public Improvements and Safety Vice-Chair had no report.
6. District #6 Trustee Beck, Public Improvements and Safety Chair shared that the Public Improvement and Safety Committee was sending one resolution to Board today with a positive recommendation.

5. Administrative Reports

6. Mayor's Report

7. Attorney's Report

8. Village Administrator

9. Finance/HR Manager

10. Superintendent of
Public Works

11. Village Engineer

12. Public 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

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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 X. Consent Agenda as follows:

Consent Agenda*

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

B. Ordinance 20-22, Special Use Permit for an Open Sales Lot in the Commercial Community (CC) District, 8414 N. Second St. First Reading

C. Ordinance 21-22, Variance for the Distance an Open Sales Lot is located from a Residential Use, 8414 N. Second St. First Reading

D. Ordinance 22-22, Variance from Parking Requirements for an Open Sales Lot, 8414 N. Second St. First Reading

E. Ordinance 23-22, Approve the Purchase of 17 Gilbert Terrace, Final Reading

F. Resolution 27-R-22, Award Contract for Harlem Road improvements.

Mayor Johnson asked if there were any items to be removed from the Consent Agenda to be considered separately. Trustee Beck requested that Ordinance 21-22 be removed to be considered under unfinished business. Mayor Johnson asked for a motion to approve the Consent Agenda with the change. Motion made by Trustee Bailey and second by Trustee Kidd. The motion was approved on roll call: 7 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, Beck, and Mayor Johnson)

UNFINISHED BUSINESS: Ordinance 21-22, Variance for the Distance an Open Sales Lot is located from a Residential Use, 8414 N. Second St. First Reading. Motion made by Trustee Kidd and second by Trustee Schmidt. Staff report was given by Village Administration James Richter II. Discussion followed regarding the site plan. Trustee Beck made a motion to amend Ordinance 21-22 to include the final site plan, as built to be on file for review. Motion failed for lack of a second. The original motion was approved on roll call: 6 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Bailey, and Mayor Johnson) 1 nay (Trustee Beck)

NEW BUSINESS: Ordinance 18-22, Variance to Allow a Fence where there is no Principal Structure, 7315 Mildred Rd. First Reading. Motion made by Trustee Bailey and second by Trustee Kidd. Staff report was given by Village Administration James Richter II. Discussion followed. The motion was approved on roll call: 5 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, and Bailey) 2 nays (Trustee Beck, and Mayor Johnson)

20. Consent Agenda

Ord 17-22/FIN/pass

Ord 20-22/1st/pass

Ord 21-22/removed from constant agenda

Ord 22-22/1st/pass

Ord 23-22/FIN/pass

Res 23-R-22/pass

21. Unfinished Business:
Ord 21-22/1st/pass

22. New Business:
Ord 18-22/1st/pass



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PUBLIC COMMENT: None

CLOSED SESSION: None

ADJOURNMENT: Motion by Trustee Wilson to adjourn; second by Trustee Kidd.
Motion carried by Voice Vote.

Meeting adjourned at 6:52 p.m.

23. Public Comments:
none

24. Closed Session: none

25. Adjourn

APPROVED:

Robbin Snodgrass
Village Clerk

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

UNOFFICIAL