



**VILLAGE OF MACHESNEY PARK**  
**Journal of Proceedings ~ Regular Board Meeting,**  
**Monday, October 17, 2022**

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

Invocation was given by K.D. Bodwell, Windsor Road Baptist Church, followed by the Pledge of Allegiance led by Trustee James Kidd.

- Present: Mayor Steve Johnson, Trustees Joe Seipts, James Kidd, Terri Bailey, and Erick Beck
- Absent: Trustees Aaron Wilson and Jake Schmidt
- Also Present: Clerk Robbin Snodgrass
- Village Attorney Tom Green
- Village Administrator James Richter II
- Treasurer Deb Alms
- Finance and HR Manager Michelle Johannsen
- Village Engineer Chris Dopkins
- Director of Public Works Mitch Hilden
- Management Analyst Dylan Moffitt
- Public Safety Supervisor Lt. Shawn Hughes

Roll Call and Declaration of Quorum.

The Journal of Proceedings for the Regular Board Meeting from October 3, 2022 were approved per typewritten copy submitted by the Clerk on a motion by Trustee Kidd and seconded by Trustee Beck. Motion approved on Voice Vote.

Treasurer Deb Alms presented the Treasurer’s Report as of October 11, 2022 which reflects the total of all funds to be \$32,786,209.51. A motion by Trustee Bailey and seconded by Trustee Beck. Motion approved. On Roll Call: 5 ayes (Trustees Beck, Bailey, Kidd, Seipts, and Mayor Johnson) 2 absent (Trustees Wilson and Schmidt)

Communications: Trunk or Treat at First Baptist of Machesney Park will take place on October 31, 2022, everyone is welcome. Clerk Snodgrass also shared about the training she received at the MCI Institute being informational and beneficial. She thanked the Board and Staff who made it possible for her to attend.

Warrant: Mayor Johnson presented the warrant in the amount of \$ 1,396,898.84 and moved for its passage; second by Trustee Seipts. Motion approved on Roll Call: 5 ayes (Trustees Beck, Bailey, Kidd, Seipts, and Mayor Johnson) 2 absent (Trustees Wilson and Schmidt)

ADMINISTRATIVE REPORTS:

A. Mayor Johnson reported on the following:

- Reminded all to consider attending the Parks Chamber Legislative Event: State of the Parks Event featuring Mayor Johnson and Mayor Jury that will take place at Forest Hills Country Club on October 19, 2022 beginning at 4 pm.

1. Minutes Approved

2. Treasurer’s Report

3. Communications

4. Warrant/Approved

5. Administrative Reports

6. Mayor’s Report

Journal of Proceedings  
October 17, 2022  
Page Two

- Lastly Mayor Johnson reminded the community to set aside Saturday, October 29th for the Annual Village sponsored Touch-a-Truck and Trunk-or-Treat event to be held from 11 AM – 1 PM at Machesney Town Center.

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 had no report.

F. Village Engineer Chris Dopkins updated the board in regard to the ongoing projects of Harlem Road, Darwin Drive, and the Pavement Maintenance Program. They are all working toward October completion dates.

G. Public Safety Supervisor Lt. Shawn Hughes had no report.

#### COMMITTEE AND TRUSTEE REPORTS

1. District #1 Trustee Seipts, Planning & Economic Development Chair reported that the PED committee are sending 4 Ordinances to the Board tonight, October 17 with positive recommendations
2. District #2 Trustee Schmidt, Administration & Finance Vice-Chair left no report
3. District #3 Trustee Kidd, Public Improvements & Safety Chair had no report
4. District #4 Trustee Wilson, Administration & Finance Chair left no report
5. District #5 Trustee Bailey, Public Improvements & Safety Vice-Chair had no report.
6. District #6 Trustee Beck, Planning & Economic Development Vice - Chair reminded everyone that a Truck or Treat event will take place at Doc's Dinner at 3 pm, October 30,2022

#### 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 Consent Agenda as follows:

1. Ordinance 40-22, Variance from Side Yard setback for a Privacy Fence,9414 Baldwin Dr., First Reading
2. Ordinance 41-22, Special Use Permit for Outdoor Self-Storage, 10446 Product Dr., First Reading

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

20. Consent Agenda

Ord 40-22/FIN/pass

Journal of Proceedings  
October 17, 2022  
Page Three

3. Ordinance 45-22, Zoning Map Amendment from the Agricultural (AG) District to the Office (OF) District, 900 Roosevelt Rd., First Reading
4. Ordinance 46-22, Variance from Accessory Building Area Regulations in the Single-Family Residential (R1) District, 8205 N. Second St., First Reading
5. Ordinance 47-22, Special Use Permit for Outdoor Storage in the General Industrial (IG), 8181 Burden Rd., First Reading
6. Ordinance 48-22, Text Amendment to the Zoning Code, Non-Profit and Charitable Institutions as a Special Use in the R1 and R2 Districts, First Reading
7. Ordinance 49-22, Text Amendment to the Zoning Code, Definition and Regulations for "Residential Care Homes", First Reading
8. Ordinance 50-22, Zoning Map Amendment from the Agricultural (AG) District to the Single-Family Residential (R1) District, 8702 Ruby Ln., First Reading
9. Ordinance 51-22, Variance from the Minimum Lot Frontage Requirement, 8702 Ruby Ln., First Reading
10. Ordinance 52-22, Variance from Commercial Design Standards for Exterior Building Materials, 10003 N. Second St., First Reading
11. Ordinance 53-22, Variance from Minimum Parking Requirements, 9718 Forest Hills Rd., First Reading
12. Ordinance 54-22, Amending the Village Liquor Code, First Reading
13. Resolution 49-R-22, Professional Services Agreement for Architectural Design Services for the Village Hall Remodel.

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 Kidd and second by Trustee Beck. The motion was approved on Roll Call: 5 ayes (Trustees Beck, Bailey, Kidd, Seipts, and Mayor Johnson) 2 absent (Trustees Wilson and Schmidt)

Trustee Seipts made a motion to waive the rules and bring back for Second Reading, Ordinances 40-22, 46-22, 52-22 and 53-22. Motion seconded by Trustee Bailey. The motion for waiving the rules was approved on Roll Call: 5 ayes (Trustees Beck, Bailey, Kidd, Seipts, and Mayor Johnson) 2 absent (Trustees Wilson and Schmidt)

- 1) Ordinance 40-22, Variance from Side Yard setback for a Privacy Fence, 9414 Baldwin Dr., Final Reading. Motion to approve by Trustee Seipts and second by Trustee Kidd. Motion approved on Roll Call: 5 ayes (Seipts, Kidd, Bailey, Beck, and Mayor Johnson) 2 Absent (Wilson and Schmidt)
- 2) Ordinance 46-22, Variance from Accessory Building Area Regulations in the Single-Family Residential (R1) District, 8205 N. Second St., Final Reading. Motion to approve by Trustee Seipts and second by Trustee Kidd. Motion approved on Roll Call: 5 ayes (Seipts, Kidd, Bailey, Beck, and Mayor Johnson) 2 Absent (Wilson and Schmidt)
- 3) Ordinance 52-22, Variance from Commercial Design Standards for Exterior Building Materials, 10003 N. Second St., Final Reading. Motion to approve by Trustee Seipts and second by Trustee Kidd. Motion approved on Roll Call: 5 ayes (Seipts, Kidd, Bailey, Beck, and Mayor Johnson) 2 Absent (Wilson and Schmidt)
- 4) Ordinance 53-22, Variance from Minimum Parking Requirements, 9718 Forest Hills Rd., Final Reading. Motion to approve by Trustee Seipts and second by Trustee Kidd. Motion approved on Roll Call: 5 ayes (Seipts, Kidd, Bailey, Beck, and Mayor Johnson) 2 Absent (Wilson and Schmidt)

UNFINISHED BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT:

Pat Kenney, 1924 Jonathan Ave. shared information regarding the Bell Bowl Prairie.

CLOSED SESSION: None

ADJOURNMENT: Motion by Trustee Seipts to adjourn; second by Trustee Bailey. The motion was approved on Voice Vote.

Meeting adjourned at 6:20 p.m.

APPROVED:

---

Robbin Snodgrass, Village Clerk

21. Unfinished Business:  
None  
22. New Business:  
None

23. Public Comments:  
None

24. Closed Session: none

25. Adjourn