



VILLAGE OF MACHESNEY PARK
Journal of Proceedings ~ Regular Board Meeting,
Monday, December 19, 2022

The meeting was called to order at 6:00 p.m. by Mayor Johnson. Invocation was given by Pastor Roddy Tate, Riverside Community Church, followed by the Pledge of Allegiance led by Trustee Erick Beck

- Present: Mayor Steve Johnson, Trustees Joe Seipts, Jake Schmidt, James Kidd, Aaron Wilson, and Erick Beck
- Absent: Trustee Terri Bailey
- 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
Management Analyst Dylan Moffitt
Public Safety Supervisor Deputy Chief Anthony Miceli

- | | |
|---|---------------------------|
| III. Roll Call and Declaration of Quorum. | |
| IV. The Journal of Proceedings for the Regular Board Meeting from December 5, 2022 were approved per typewritten copy submitted by the Clerk on a motion by Tr. Wilson and seconded by Tr. Seipts. Motion approved on Voice Vote. | 4. Minutes Approved |
| V. Treasurer Deb Alms thanked everyone for a great year and wished all a Merry Christmas and Happy Safe New Year. She presented the Treasurer's Report as of December 12, 2022 which reflects the total of all funds to be \$32,534,347.50. A motion was made by Tr. Beck and seconded by Tr. Wilson. Motion approved. On Roll Call: 6 ayes (Trustees Beck, Wilson, Kidd, Schmidt, Seipts, and Mayor Johnson) 1 absent (Trustee Bailey) | 5. Treasurer's Report |
| VI. Communications: Clerk Robbin Snodgrass wished everyone a Happy New Year and a very Merry Christmas enjoying family. | 6. Communications |
| VII. Warrant: Tr. Wilson presented the warrant in the amount of \$2,569,260.53 and moved for its passage; second by Tr. Schmidt. Motion approved On Roll Call: 6 ayes (Trustees Beck, Wilson, Kidd, Schmidt, Seipts, and Mayor Johnson) 1 absent (Trustee Bailey) | 7. Warrant/Approved |
| VIII. ADMINISTRATIVE REPORTS: | 8. Administrative Reports |
| A. Mayor Johnson reported on the following: | a. Mayor's Report |
| • Mayor Johnson thanked all those that helped with the Helping Hands Toy Drive that served over 200 children. | |
| • Mayor Johnson sent condolences to John Cabello upon the loss of his mother Ruth. | |
| • Lastly, Mayor Johnson wished everyone a Very Merry Christmas and reminded all to shop local to keep the sales tax in our community. | |

B. Attorney Tom Green had no report.

C. Village Administrator James Richter II announced that the Village received Grant for 350,000.00 for Home Improvement Grant. He also wished all a Merry Christmas.

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

E. Superintendent of Public Works Mitch Hilden left no report.

F. Village Engineer Chris Dopkins wished everyone a Merry Christmas and Happy New Year.

F. Public Safety Supervisor Deputy Chief Anthony Miceli reported Winnebago County will be offering the Safe Ride Home program.

IX. COMMITTEE AND TRUSTEE REPORTS

1. District #1 Trustee Seipts, Planning & Economic Development thanked staff and shared that 71 families were helped through the Helping Hands Toy Drive. He also wished everyone a Merry Christmas.

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

3. District #3 Trustee Kidd, Public Improvements & Safety Chair had no report

4. District #4 Trustee Wilson, Administration & Finance Chair reported 1 Resolution was approved to be sent to board this evening.

5. District #5 Trustee Bailey, Public Improvements & Safety Vice-Chair left no report.

6. District #6 Trustee Beck, Planning & Economic Development Vice - Chair wished everyone a Merry Christmas and Happy New Year.

X. 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 01-23, Amendment to Special Use Permit for Fire Station in the Single-Family (R1) Residential District, 1011 Harlem Rd. (First Reading)

2. Ordinance 02-23, Variance from Commercial Design Standard for Exterior Building Materials, 1011 Harlem Rd (First Reading)

B. Attorney's Report

C. Village Administrator

D. Finance/HR Manager

E. Superintendent of Public Works

F. Village Engineer

G. Public Safety Supervisor

IX. Committee Reports

1. District #1 Report

2. District #2 Report

3. District #3 Report

4. District #4 Report

5. District #5 Report

6. District #6 Report

X. Consent Agenda

1. Ord 01-23/1st/pass

2.Ord 02-23/1st/pass

Journal of Proceedings
December 19, 2022
Page Three

- | | |
|--|-----------------------|
| 3. Ordinance 05-23, Text Amendment to the Zoning Code, Amending Commercial Design Standards, Building Form and Layout, to Add Minimum Drive-Thru Lane Width. (First Reading) | |
| 4. Ordinance 06-23, Text Amendment to the Zoning Code, Amending Commercial Design Standards, Exterior Building Materials Requirements. (First Reading) | 3.Ord 05-23/1st/pass |
| 5. Ordinance 07-23, Annexation Agreement with Anderson Family Limited Partnership (First Reading) | 4, Ord 06-23/1st/pass |
| 6. Resolution 51-R-22, Final Plat for NACD Subdivision | |
| 7. Resolution 55-R-22, ComEd Agreement for Municipal Utility Tax | 5.Ord 07-23/1st/pass |
| 8. Resolution 56-R-22, Application for a Class BB Liquor license and a Class G Liquor License located at 10125 N. 2nd Street. | 6.Res 51-R-233/pass |
| 9. Resolution 57-R-22, Application for a Class BB Liquor license and a Class G Liquor License located at 7007 N. 2nd Street. | 7.Res 55-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 Tr. Wilson and second by Tr. Seipts. The motion was approved on Roll Call: 6 ayes (Trustees Beck, Wilson, Schmidt, Kidd, Seipts, and Mayor Johnson) 1 absent (Bailey)

8.Res 56-R-22/pass
9.Res 57-R-22/pass

XI. UNFINISHED BUSINESS: None

XII. NEW BUSINESS:

- | | |
|---|---|
| 1. Ordinance 03-23, Zoning Map Amendment from the Multi-Family Residential (R4) District to the Commercial Neighborhood (CN) District, 2081 Anjali Way. (First Reading). Village Administrator James Richter II reported that Attorney Marvin Keys asked for a layover of Ordinance 03-23 until January 2, 2023. Motion by Tr Schmidt and second by Tr Beck. Motion approved on Roll Call: 6 ayes (Trustees Beck, Wilson, Schmidt, Kidd, Seipts, and Mayor Johnson) 1 absent (Bailey) | XI. Unfinished Business:
None |
| 2. Ordinance 04-23, Variance from Freestanding Sign Base Regulations, 8801 N. Second St. (First Reading) Mayor Johnson asked for a motion to approve. Motion made by Tr. Kidd and second by Tr. Seipts. Staff report by Village Administrator James Richter II. The motion was approved on Roll Call: 5 ayes (Trustees Wilson, Schmidt, Kidd, Seipts, and Mayor Johnson) 1 nay (Beck) and 1 absent (Bailey) | XII. New Business:
1.Ord 03-23/1st/laid over |
| | 2. Ord 04-23/1st/pass |

Journal of Proceedings
December 19, 2022
Page Four

XIII. PUBLIC COMMENT: None

XIV. CLOSED SESSION: None

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

Meeting adjourned at 6:15 p.m.

APPROVED:

Robbin Snodgrass, Village Clerk

XIII. Public Comments:
None

XIV. Closed Session:
none

XV. Adjourn

UNOFFICIAL