

**VILLAGE OF CHERRY VALLEY, IL
COMMITTEE OF THE WHOLE MEETING
MONDAY, OCTOBER 24, 2016
7:00 P.M.**

MEMBERS: VILLAGE PRESIDENT: JIM E. CLAEYSSSEN
VILLAGE TRUSTEES: STEPHEN APPELL
NANCY BELT
JEFF FUSTIN
SALLY HOLLEMBEAK
GARY MAITLAND
DAVID SCHROEDER

Village President Jim E. Claeysen called the Committee of the Whole Meeting to order at 7:00 p.m.

A roll call was taken by Recorder Barb Neville:

STEPHEN APPELL	PRESENT	SALLY HOLLEMBEAK	PRESENT
NANCY BELT	PRESENT	GARY MAITLAND	ABSENT
JEFF FUSTIN	PRESENT	DAVID SCHROEDER	PRESENT

Also present: Treasurer Karen Melloch, Chief of Police Larry Neville, Attorney Roxanne Sosnowski, Public Works Director Chuck Freeman, Dennis McMullen, C.E.S., and Recorder Barb Neville.

ADOPT THE AGENDA: Trustee Hollembeak moved that the amended meeting agenda be adopted with two changes; delete #2 under New Business/Public Works (Mutual Aid Agreement with local municipalities) and delete the words "Village Recorder" from #6 under New Business/Personnel Compensation & Benefits. Trustee Appell seconded. All "Aye;" none opposed. Motion carried by voice vote.

APPROVE THE COMMITTEE OF THE WHOLE MINUTES - OCTOBER 10, 2016

Trustee Schroeder moved that the Committee of the Whole meeting minutes for October 10, 2016 be approved. Trustee Fustin seconded. Ayes: Trustees Belt, Fustin, Hollembeak & Schroeder. Trustee Appell abstained. Motion carried by voice vote.

PUBLIC COMMENT: None

TRUSTEE REPORTS:

PUBLIC WORKS - CHAIRMAN TRUSTEE DAVID SCHROEDER

ENGINEER'S REPORT: Dennis McMullen, C.E.S. reports the following:

1. Project Updates: Vandiver Road & Harrison Avenue will be completed by November 1, 2016. Downtown Streetscape Project - Minor punch list items left to be finished by Friday.

UNFINISHED BUSINESS:

2. Trustee Hollembeak moved to send to the November 1, 2016 Village Board Meeting for approval the proposal from Four Seasons, Inc. to provide the 2016 Holiday Lighting Display in the village's downtown area in an amount not to exceed \$10,350.00 from line item 5170 Buildings & Grounds. Trustee Schroeder seconded. All "Aye;" none opposed. Motion carried by voice vote.
3. Trustee Schroeder moved to send to the November 1, 2016 Village Board Meeting for approval a Resolution authorizing the design of 48" signs to be added beneath the current "Welcome to the Village of Cherry Valley" signs located in the village gateways. Sign shall read: "Hometown of Sgt. Leonard B. Keller, Congressional Medal of Honor Recipient", with the US Army insignia included. Trustee Hollembeak seconded. All "Aye;" none opposed. Motion carried by voice vote.

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NEW BUSINESS:

1. Neighborhood Watch Sign for Newburg Village.

The committee's consensus was to direct Public Works Director Chuck Freeman to contact Boone County to see if they have a program already in place since Newburg Village is located in Boone County. Police Chief Larry Neville indicated, if needed, his officers could coordinate a mutual time & place to hold a meeting but staff resources are limited at this time.

DIRECTOR'S REPORT:

1. Project Updates:

- Northeast Connector Water Main Project: The water main is installed. The contractor is waiting for a replacement hydrant for the north end of the line. Pressure testing will be this week and if the hydrant is installed, samplings and then opening shortly thereafter.
- Water Tower 2 Repair and Paint: Inside wet area is 70% blasted and primed. Continuing outside blasting and primer. Due to the high winds this project has been challenging at times. After primer, painting will commence and should go smoothly. Target for completion is second week in November.
- Perryville Bridge over UP Railroad: The bridge is set to be opened this week. Final walk through was completed by staff today. A Ribbon-Cutting is tentatively scheduled for Friday, October 28, 2016.
- Baumann Park Drain Project: Area is drying out very slowly. There is a possibility of having to clean out more of the ditch and install more stone/tile.
- LED Lights: Public Works Director Chuck Freeman has asked the committee members to send a short email regarding the sample LED lights currently located by the school and by the fire department. He is asking the members preference regarding two different bulb samples.

CHAIRMAN'S REPORT:

EX-OFFICIO'S RECREATION BOARD REPORT:

Chairman Schroeder reminded everyone of the Halloween Parade & Scarecrow Contest (results) this Saturday, October 29, 2016. Also, there will be activities at the school after the parade.

Chairman Schroeder stated **PUBLIC WORKS** passes.

PLANNING AND DEVELOPMENT - CHAIRMAN TRUSTEE STEPHEN APPELL

APPROVE THE MINUTES - AUGUST 23, 2016

Trustee Appell moved that the August 23, 2016 Planning & Development Committee meeting minutes be approved. Trustee Schroeder seconded. All "Aye;" none opposed. Motion carried by voice vote.

UNFINISHED BUSINESS: None

**VILLAGE OF CHERRY VALLEY, IL
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NEW BUSINESS:

1. An update by Trustee Appell regarding a request for a Zoning Map Amendment from Section 82-205 R-1 One Family Residential District to Section 82-233 CN Commercial Neighborhood District for the property commonly known as 213 Genoa Street, Cherry Valley, Illinois as discussed at the Planning and Zoning Commission Meeting on October 19, 2016 and the possible waiving of a portion of the fees.

Trustee Appell moved to send to the Village Board for approval to waive the fees and refund the \$200.00 to the homeowner for the Zoning Map Amendment for 213 Genoa Street, Cherry Valley, Illinois due to the homeowner withdrawing the request. Trustee Hollembeak seconded. All "Aye;" none opposed. Motion carried by voice vote.

Trustee Appell stated **PLANNING AND DEVELOPMENT** passes.

PERSONNEL COMPENSATION & BENEFITS - CHAIRMAN TRUSTEE SALLY HOLLEMBEAK

APPROVE THE MINUTES: JULY 26, 2016

Trustee Hollembeak moved that the July 26, 2016 meeting minutes be approved. Trustee Fustin seconded. All "Aye;" none opposed. Motion carried by voice vote.

UNFINISHED BUSINESS: None

NEW BUSINESS:

1. Monthly Insurance Report - no questions from Committee members. A copy of the Monthly Insurance Report will be placed on file with the minutes.
2. Trustee Hollembeak moved to send to the November 1, 2016 Village Board Meeting for approval renewal of the Employee Benefits Systems (EBS) Third Party Administration Service Agreement (Contract) for 2017. Trustee Fustin seconded. Ayes: Trustees Appell, Fustin, Hollembeak & Schroeder. Trustee Belt abstained. Motion carried by voice vote.
3. Trustee Hollembeak moved to send to the November 1, 2016 Village Board Meeting for approval the Short Term Disability Coverage with Standard Insurance Company for Police Officers only at a cost of \$2,148.00 per year pending Village Attorney review. Trustee Fustin seconded. All "Aye;" none opposed. Motion carried by voice vote.
4. Trustee Hollembeak moved to send to the November 1, 2016 Village Board Meeting for approval the life insurance coverages of \$25,000 per employee with Standard Insurance Company for all employees at a cost of \$2,385.48 per year pending Village Attorney review. Trustee Belt seconded. All "Aye;" none opposed. Motion carried by voice vote.
5. Trustee Hollembeak moved to send to the November 1, 2016 Village Board Meeting for approval authorization for Public Works Director Chuck Freeman to hire two (2) seasonal part-time snow plow drivers (Larry Gray & George Freeman) for the 2016-2017 season for the Public Works Department at a rate of \$20.00 per hour. Trustee Belt seconded. All "Aye;" none opposed. Motion carried by voice vote.

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6. Trustee Hollembeak moved to send to the November 1, 2016 Village Board Meeting for approval authorization for Treasurer Karen Melloch to hire Barb Neville as a part-time employee for the Administration Department at a rate of \$16.00 per hour. Trustee Fustin seconded. All “Aye;” none opposed. Motion carried by voice vote.
7. Trustee Hollembeak moved to send to the November 1, 2016 Village Board Meeting for approval authorization for Police Chief Larry Neville to hire I/O Solutions to conduct entry level police recruiting and testing at a cost not to exceed \$25,000.00 from line item 5170P. Trustee Fustin seconded. All “Aye;” none opposed. Motion carried by voice vote.
8. Trustee Hollembeak moved to send to the November 1, 2016 Village Board Meeting for approval authorization for Police Chief Larry Neville to begin the process to hire one additional full-time police officer. Trustee Fustin seconded. All “Aye;” none opposed. Motion carried by voice vote.

Trustee Hollembeak stated **PERSONNEL** passes.

ORDINANCE - CHAIRMAN TRUSTEE NANCY BELT

UNFINISHED BUSINESS:

1. Committee discussion and a motion to send to the November 1, 2016 Village Board Meeting proposed revisions to the Village Clerk Ordinance.

All Board Members received a draft of the revised Village Clerk Ordinance. Consensus was to make the following changes to the revised Ordinance:

Sec. 2.202 - Compensation Benefits

The position of the Village Clerk shall be a ~~full-time, hourly position~~, appointed at the beginning of each fiscal year.

Add the following sentence:

The Clerk May also serve in the role of as the Administrative Assistant to the Village if so designated.

Trustee Belt moved to send to the November 1, 2016 Village Board Meeting for approval the revised Village Clerk Ordinance, to be completed by Attorney Roxanne Sosnowski. Trustee Hollembeak seconded. All “Aye;” none opposed. Motion carried by voice vote.

ADJOURNMENT:

Trustee Hollembeak moved that the meeting be adjourned at 8:45 p.m. Trustee Appell seconded. All “Aye;” none opposed. Motion carried by voice vote.

Recorded by Recorder Barb Neville.

Minutes reviewed by President Jim E. Claeysen on November 7, 2016.

**AGENDA
VILLAGE OF CHERRY VALLEY, IL
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MONDAY, OCTOBER 24, 2016
7:00 PM**

MEMBERS: VILLAGE PRESIDENT: JIM E. CLAEYSSEN
VILLAGE TRUSTEES: STEPHEN APPELL SALLY HOLLEMBEAK
NANCY BELT GARY MAITLAND
JEFF FUSTIN DAVID SCHROEDER

CALL TO ORDER: PRESIDENT JIM E. CLAEYSSEN

ROLL CALL: RECORDER BARB NEVILLE

ADOPT THE AGENDA

APPROVE THE COMMITTEE OF THE WHOLE MINUTES: OCTOBER 10, 2016

PUBLIC COMMENT:

TRUSTEE REPORTS:

PUBLIC WORKS - CHAIRMAN TRUSTEE DAVID SCHROEDER.

ENGINEER'S REPORT:

1. Project Updates.

UNFINISHED BUSINESS:

1. Continued committee discussion regarding Holiday Lighting for the 2016-2017 Season and a motion to send to the November 1, 2016 Village Board Meeting for approval.
2. Continued committee discussion regarding signage for Sgt. Leonard B. Keller, Congressional Medal of Honor Recipient.

NEW BUSINESS:

1. Neighborhood Watch Sign for Newburg Village.
2. Mutual Aid Agreement with local municipalities.

DIRECTOR'S REPORT:

1. Project Updates.

CHAIRMAN'S REPORT:

EX-OFFICIO'S RECREATION BOARD REPORT:

PLANNING AND DEVELOPMENT - CHAIRMAN TRUSTEE STEPHEN APPELL.

APPROVE THE MINUTES: AUGUST 23, 2016

UNFINISHED BUSINESS:

NEW BUSINESS:

1. An update by Trustee Appell regarding a request for a Zoning Map Amendment from Section 82-205 R-1 One Family Residential District to Section 82-233 CN Commercial Neighborhood District for the property commonly known as 213 Genoa Street, Cherry Valley, Illinois as discussed at the Planning and Zoning Commission Meeting on October 19, 2016 and the possible waiving of a portion of the fees.

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PERSONNEL COMPENSATION & BENEFITS - CHAIRMAN TRUSTEE SALLY HOLLEMBEAK

APPROVE THE MINUTES: JULY 26, 2016

UNFINISHED BUSINESS:

NEW BUSINESS:

1. Monthly Insurance Report.
2. Renewal of the Employee Benefit Systems (EBS) Third Party Administration Service Agreement (Contract) for committee discussion and a motion to send to the November 1, 2016 Village Board Meeting for approval.
3. Committee discussion regarding Short Term Disability Coverage with Standard Insurance Company for Police Officers only and a motion to send to the November 1, 2016 Board Meeting.
4. Committee discussion regarding Life Insurance Coverages with Standard Insurance Company for all employees and a motion to send to the November 1, 2016 Village Board Meeting.
5. Committee discussion and a motion to send to the November 1, 2016 Village Board Meeting authorization for Public Works Director Chuck Freeman to hire two (2) seasonal snow plow drivers for the 2016-2017 season for the Public Works Department.
6. Committee discussion and a motion to send to the November 1, 2016 Village Board Meeting authorization for Treasurer Karen Melloch to hire Barb Neville as a part-time employee for the Administration Department (Village Recorder) at a rate of \$16.00 per hour.
7. Committee discussion and a motion to send to the November 1, 2016 Village Board Meeting authorization for Police Chief Mike Neville to hire I/O Solutions for entry level police recruiting and testing.
8. Committee discussion and a motion to send to the November 1, 2016 Village Board Meeting authorization for Police Chief Mike Neville to begin the process to hire one additional full time Police Officer.

ORDINANCE - CHAIRMAN TRUSTEE NANCY BELT.

UNFINISHED BUSINESS:

1. Committee discussion and a motion to send to the November 1, 2016 Village Board Meeting proposed revisions to the Village Clerk Ordinance.

ADJOURNMENT:

JEC (10-20-2016)