

VILLAGE OF CHERRY VALLEY, IL
COMMITTEE OF THE WHOLE MEETING
MONDAY, NOVEMBER 14, 2016
7:00 P.M.

MEMBERS: VILLAGE PRESIDENT: JIM E. CLAEYSSEN
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	PRESENT
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 Appell moved that the meeting agenda be adopted with one addition: Under Public Comment Eric J. Miller, Esquire - Miller Law Group, 2990 North Perryville Road has signed up to speak in support of the “Regional Detention Buy-In” Ordinance on tonight’s meeting agenda. Trustee Hollembeak seconded. All “Aye;” none opposed. Motion carried by voice vote.

APPROVE THE COMMITTEE OF THE WHOLE MINUTES - OCTOBER 24, 2016

Trustee Belt moved that the Committee of the Whole meeting minutes for October 24, 2016 be approved. Trustee Appell seconded. All “Aye;” none opposed. Motion carried by voice vote.

PUBLIC COMMENT: Eric J. Miller, Esquire spoke in support of the “Regional Detention buy-In” Ordinance. He noted he does represent the owners of the property at 7215 North CherryVale Blvd. who plan to open a laundromat/self-storage facility at the old go-kart track property. Mr. Miller will be filing the necessary paperwork to bring this project forward to the Village of Cherry Valley.

TRUSTEE REPORTS:

ORDINANCE - CHAIRMAN TRUSTEE NANCY BELT

CHAIRMAN’S REPORT: No Report

UNFINISHED BUSINESS:

1. Continued Discussion regarding Chapter 14, Amusements, of the Village’s Code or Ordinances.

Suggested Changes to the Ordinance:

- Page #1 - Section 14.4 (b) - License Fees - (1) Circuses and menageries per day, plus ~~\$50.00~~ change to **\$60.00 per day water usage fee.**
- Section 14-43 Enforcement & Penalties: Attorney Sosnowski suggested the wording be change from: subject to a fine of ~~not less than \$50.00 nor more than \$750.00~~. She felt one fixed sum should be listed instead to cover village costs for Ordinance enforcement. Consensus was to have Attorney Sosnowski do some research in keeping with today’s standards. Also, Chief Neville will research other community’s fine structure and report back to the committee.

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- Section 14 - 202 Operator to maintain local address: Each operator of a coin-operated amusement device shall maintain a business ~~or residence~~ address in the village. Consensus was to strike or residence from this section.
- Due to the Winnebago County now overseeing raffle licenses and permits the consensus from the committee was to delete Section 296 from the Village's Code of Ordinances.

Attorney Sosnowski will draft a new Ordinance with the suggested changes to be presented to the Village Board at the December 6, 2016 Board meeting.

NEW BUSINESS:

1. Discussion regarding Chapter 6. Advertising, Section 6-39 "Signs on Residential Properties" of the Village's Code of Ordinances.

Attorney Sosnowski reported a complaint was received from the neighbor of a village resident who has two trucks parked in the driveway 24/7 which is in violation of the Village Ordinance. The trucks are used for a water softener business the resident runs from his home. An Ordinance violation letter has been sent to the resident. Attorney Sosnowski noted, while the committee is making its decision, she will send a letter suspending any action to the homeowner until such time as the committee decides if they want to change the ordinance.

Consensus was to research at least two other municipalities to see how they handle this issue and to include the following language into the revised Ordinance along with revisions to the Village parking Ordinance (if needed): *"One light or medium commercial vehicle may be parked overnight at a residence or customary home occupation. A medium commercial vehicle must be parked on a clearly delineated driveway of the residence. Medium commercial vehicles may not be parked overnight on public streets. Large commercial vehicles are prohibited."* Attorney Sosnowski will draft the Ordinance accordingly and bring it back to the next Committee of the Whole Meeting.

2. Discussion and Motion to send to the Village Board the first reading of "An Ordinance Amending Chapter 22, "Buildings and Building Regulations: adding Article VII. "Regional Detention Buy-In", of the Code of Ordinances for the Village of Cherry Valley, Illinois."

President Jim E. Claeysen moved that the Village Board at its November 15, 2016 Board Meeting consider this the first reading of "An Ordinance Amending Chapter 22, "Buildings and Building Regulations" Adding Article VII. "Regional Detention Buy-In", of the Code of Ordinances for the Village of Cherry Valley, Illinois Trustee Appell seconded. All "Aye;" none opposed. Motion carried by voice vote.

Trustee Belt stated **ORDINANCE** passes.

VILLAGE OF CHERRY VALLEY, IL
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PUBLIC WORKS - CHAIRMAN TRUSTEE DAVID SCHROEDER

ENGINEER'S REPORT:

1. Project Updates: Mr. Dennis McMullen, C.E.S. reported all summer projects are finished.
2. 2017 Projects: Denny noted he along with Public Works Director Chuck Freeman will be prioritizing a list of 2017 projects for the Village Board's approval in early 2017. The last phase of the Downtown Streetscape Project will be the center section of State Street which includes the railroad section. It usually takes 3-4 months to receive a railroad permit from the railroad to touch their crossing. The second suggested project is the entry way to Magic Waters, which has not been re-done for many years. This project could possibly use MFT Funds.

UNFINISHED BUSINESS:

1. Continued discussion regarding Holiday Light Decorations.
Public Works Director Chuck Freeman noted there has been some concern regarding lights on the new trees recently planted. Consensus was for the Public Works Director and contractor to use their best judgement and try to decorate the new trees with smaller lights to prevent damage.

NEW BUSINESS:

1. Mutual Aid Agreement:
The Mutual Aid Agreement regarding sharing Public Works Resources between agencies has been forwarded to Attorney Sosnowski for her review prior to bringing the Agreement back to the committee for discussion and possible action.

DIRECTOR'S REPORT:

1. Overtime Report: Projects has been caught up and there is no significant overtime to report at this time.
2. Project Updates:
Water Tower Project: The contractor is hopeful the painting will be completed this week. After cure time, staff is hopeful to have the water owner back on line by Thanksgiving. In response to several concerns, the Village logo will be painted back on the water tower.

Northeast Connector Water Main Loop: Complete except for a few minor punch list issues.

Downtown LED Lights: Consensus was to go with the soft LED lighting sample currently on display by Cherry Valley School.

New LED Lights: The new LED lights have been installed at the tennis courts. Also, the Village did receive confirmation that the DCEO incentive was reviewed and approved. Once the project is completed it is estimated that the village will be receiving almost \$24,000 back from the State of Illinois.

Chairman Schroeder stated **PUBLIC WORKS** passes.

VILLAGE OF CHERRY VALLEY, IL
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PUBLIC SAFETY COMMITTEE - CHAIRMAN TRUSTEE JIM FUSTIN - No Report

CHAIRMAN'S REPORT:

EX-OFFICIO'S RECREATION BOARD REPORT:

1. Trustee Schroeder moved to approve for the Mr. & Mrs. Santa Event in the amount of \$550.00 from line item #5260 Special Events/Buildings & Grounds. Trustee Hollembeak seconded. All "Aye;" none opposed. Motion carried by voice vote.
2. Trustee Schroeder moved to approve funds for the Holiday Light Display Event in the amount of \$125.00 from line item #5260 Special Events/Buildings & Grounds. Trustee Appell seconded. All "Aye" none opposed. Motion carried by voice vote.

Trustee Schroeder stated **PUBLIC WORKS** passes.

FINANCE - CHAIRMAN TRUSTEE GARY MAITLAND

UNFINISHED BUSINESS: None

NEW BUSINESS:

1. Review Bills - everyone has had a chance to review the bills no further discussion needed.
2. Authorize Bills for Payment
Trustee Maitland moved to send a request to the Village Board to pay the bills reviewed and approved by the Budget Director on November 11, 2016 and approved by the Committee of the Whole Committee members on November 14, 2016 in the amount of \$537,088.82. Trustee Fustin seconded. All "Aye;" none opposed. Motion carried by voice vote.
3. Budget Calendar
 - a. Amend Capital Improvement Plan (CIP), Water and Public Works Projects, Other Long Range Programs
Trustee Maitland noted the current five year plan runs through 2022. Therefore, we are on schedule with some minor tweaks along the way.
4. Trustee Maitland moved to send to the Village Board for approval the Illinois Municipal League Risk Management Association (IMLRMA) Minimum/Maximum Contribution of \$158,253.48 and authorize President Jim E. Claeysen and Treasurer Karen Melloch to sign the Agreements for 2017. Trustee Appell seconded. All "Aye;" none opposed. Motion carried by voice vote.

CHAIRMAN'S REPORT:

1. Engineering and Legal Fees Accounts: United for Youth non-profit project. Consensus was to have Attorney Sosnowski send a letter to the group with a deadline for the water line work to be completed in accordance with the agreement with the Village of Cherry Valley. Attorney Sosnowski will provide the notice letter at the next Committee of the Whole Meeting Agenda.

Note: United for Youth project will move to Planning & Development - Chairman Trustee Stephen Appell.

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ADMINISTRATION REPORT:

1. Administration Report by Karen Melloch. Treasurer Karen Melloch highlighted the following items:
 - Coordinated transfer of additional Police pension contribution with Lauterbach Amen and RBC (Investment Manager). Discussed investment options during the Police Pension Board meeting October 14, 2016.
 - Coordinated meetings with Michele Kimes, Department Heads and Attorney Sosnowski regarding changes for employee short-term disability and life insurance program. Presented final recommendations to the Committee of the Whole. Estimated savings per year of \$2,900.
 - Participated in employee health and dental insurance meetings on October 19 & 20, 2016.
 - Reviewed Employee Benefit System (EBS) new contract and forwarded to Attorney Sosnowski for review.

Trustee Maitland stated **FINANCE** passes.

PERSONNEL - CHAIRMAN TRUSTEE SALLY HOLLEMBEAK

1. Trustee Hollembeak moved to the send to the Village Board authorization to hire Garrett Anderson as a Maintenance Worker I for the Public Works Department with a hire date of November 30, 2016 and at a starting rate of \$15.50 per hour. Trustee Belt seconded. All "Aye;" none opposed. Motion carried by voice vote.

Trustee Hollembeak stated **PERSONNEL** passes.

PLANNING AND DEVELOPMENT - CHAIRMAN TRUSTEE STEPHEN APPELL

1. Discussion and a motion to send to the Village Board the proposed Intergovernmental Agreement (IGA) between the Village of Cherry Valley and the Rockford School District #205 pertaining to the construction of a new elementary school in Cherry Valley, Illinois.

After a lengthy discussion the following questions/concerns will be shared with RPS #205 prior to approval of the IGA:

President Jim E. Claeysen noted the building site has been moved farther to the north than originally planned due to an agreement that the southerly portion must remain as natural habitat per a grant the Rockford Park District received several years ago when purchasing this land.

Page #4 - RPS #205 needs to provide a landscape plan showing plantings, etc.

School naming - the Village of Cherry Valley requests that the school name remain the same as the old school: Cherry Valley School. This language needs to be added to the IGA.

Number of parking spots at the school site will be discussed. There is concern that not enough parking spaces aer being provided to provide parking for daily use and after school activities. The flow of the parking and exiting of cars will also be discussed.

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Trustee Appell moved to send to the Village Board for discussion purposes the proposed Intergovernmental Agreement (IGA) between the Village of Cherry Valley and the Rockford School District #206 pertaining to the construction of a new elementary school in Cherry Valley, Illinois. Trustee Hollembeak seconded. All "Aye;" none opposed. Motion carried by voice vote.

ADJOURNMENT:

Trustee Hollembeak moved that the meeting be adjourned at 9:30 p.m. Trustee Belt seconded. All "Aye;" none opposed. Motion carried by voice vote.

Recorded by Deputy Clerk Barb Neville.

Minutes reviewed by President Jim E. Claeysen on November 22, 2016.

**AGENDA
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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 24, 2016

PUBLIC COMMENT:

TRUSTEE REPORTS:

ORDINANCE - CHAIRMAN TRUSTEE NANCY BELT.

CHAIRMAN'S REPORT:

UNFINISHED BUSINESS:

1. Continued discussion regarding Chapter 14, Amusements, of the Village's Code of Ordinances.

NEW BUSINESS:

1. Discussion regarding Chapter 6, Advertising, Section 6-39 "Signs on Residential Properties" of the Village's Code of Ordinances.
2. Discussion and a motion to send to the Village Board the first reading of "An Ordinance Amending Chapter 22, "Buildings And Building Regulations" Adding Article VII. "Regional Detention Buy-In", Of The Code Of Ordinances For The Village Of Cherry Valley, Illinois".

PUBLIC WORKS - CHAIRMAN TRUSTEE DAVID SCHROEDER.

ENGINEER'S REPORT:

1. Project Updates.
2. 2017 Projects.

UNFINISHED BUSINESS:

1. Continued discussion regarding Holiday Light Decorations.

NEW BUSINESS:

1. Mutual Aid Agreement.

DIRECTOR'S REPORT:

1. Overtime Report.
2. Project Updates.

CHAIRMAN'S REPORT:

EX-OFFICIO'S RECREATION BOARD REPORT:

1. Request Funds for Santa Event.
2. Request Funds for Holiday Light Display.

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PUBLIC SAFETY - CHAIRMAN TRUSTEE JEFF FUSTIN.

UNFINISHED BUSINESS:

NEW BUSINESS:

CHIEF'S REPORT:

FINANCE - CHAIRMAN TRUSTEE GARY MAITLAND

UNFINISHED BUSINESS:

NEW BUSINESS:

1. Review Bills.
2. Authorize Bills for Payment.
3. Budget Calendar
 - a. Amend Capital Improvement Plan (CIP), Water and Public Works Projects, Other Long Range Programs
4. Discussion and motion to send to the Village Board approval of the Illinois Municipal League Risk Management Association (IMLRMA) Minimum/Maximum Contribution Agreement for 2017.

CHAIRMAN'S REPORT:

1. Engineering and Legal Fee Accounts.

ADMINISTRATION REPORT:

1. Administration Progress Report by Karen Melloch.

PERSONNEL - CHAIRMAN TRUSTEE SALLY HOLLEMBEAK

NEW BUSINESS:

1. Discussion and a motion to send to the Village Board authorization to hire Garrett Anderson as a Maintenance Worker I for the Public Works Department with a hire date of November 30, 2016 and at a starting rate of \$15.50 per hour.

PLANNING AND DEVELOPMENT - CHAIRMAN TRUSTEE STEPHEN APPELL

NEW BUSINESS:

1. Discussion and a motion to send to the Village Board the proposed Inter-Governmental Agreement (IGA) between the Village of Cherry Valley and the Rockford School District #205 pertaining to the construction of a new elementary school in Cherry Valley, Illinois.

ADJOURNMENT:

JEC (11-10-2016)