

**VILLAGE OF CHERRY VALLEY, IL
ORDINANCE COMMITTEE MINUTES
MONDAY, DECEMBER 7, 2015**

CHAIRMAN: NANCY BELT
MEMBERS: SALLY HOLLEMBEAK
GARY MAITLAND

Chairman Nancy Belt called the Ordinance Committee meeting to order at 6:30PM. A Roll Call was taken:

NANCY BELT	PRESENT
SALLY HOLLEMBEAK	PRESENT
GARY MAITLAND	PRESENT

Others present: President Jim E. Claeysen, Treasurer Karen Melloch, Chief of Police Larry Neville, Attorneys Jim Stevens and Darron Burke and Clerk Dana Ward. Trustee Appell entered at 6:34PM.

ADOPT THE AGENDA: Chairman Belt moved to adopt the agenda as presented. Trustee Hollembeak seconded. All "Aye". Motion carried.

APPROVE THE MINUTES: November 2, 2015.

Chairman Belt moved to approve the minutes for November 2, 2015. Trustee Hollembeak seconded. On page one, under *UNFINISHED BUSINESS* item 1., change the word "statues" to "statutes" and on page two under item 4. *Chapter 2: Administration*, change the word "Administration" to "Administrator". Change the last line of the document to read "Minutes approved by the ORDINANCE committee on December 7, 2015". Clerk Dana Ward will make these corrections before filing. All "Aye". Motion carried.

PUBLIC COMMENT: None.

UNFINISHED BUSINESS:

1. Budget Director Ordinance: Possible motion to send to the Village Board. Sections 2-321 through Section 2-323. Chairman Belt noted that, with this ordinance, the village will be in compliance with current state statutes. Attorney Jim Stevens noted that, under the new state statute, in municipalities with a population under 10,000, the president/mayor can be the budget director, but without compensation. Because of this change, Attorney Jim Stevens made the recommended change in the language for the Budget Director ordinance and also changed the last item to read "Section 2: Sec.2-323 Compensation. Deleted and Reserved". Chairman Belt moved to send to the Village Board December 15, 2015, waiving the rules for the first reading, second and final reading and passage: "An ordinance amending the code of ordinances for the Village of Cherry Valley, Illinois, (Budget Director) Section 2-321 and Section 2-323". Trustee Hollembeak seconded. All "Aye". Motion carried.
2. Review current ordinance and possible motion to send to the Village Board: Chapter 82: Zoning. Article VIII. Building Composition Restrictions. Section 82-482. Communication Antenna Support Structure Regulations. Attorney Jim Stevens received a memo from Attorney Darron Burke today: He has completed his research. The draft of the ordinance will be ready for the first reading at the January 4, 2016 ORDINANCE committee meeting. The moratorium goes through March 2016.

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3. Motion to send to Village Board - Passage: Chapter 18. Animals. Division 1. Generally. Section 18-44. Kennels for Breeding or Boarding. Chairman Belt stated that it is the consensus of the board that the number of animals permitted is three. Attorney Jim Stevens will have the draft ordinance ready for the first reading at the January 4, 2016 ORDINANCE committee meeting. Attorney Jim Stevens clarified and added that this ordinance will then move to the Village Board meeting January 5, 2016 for the first reading.
4. Review ordinance and possible motion to send to the Village Board: Sections 2-561 through Section 2-564. Bidding Procedures. Chairman Belt noted that in reviewing Chapter 2, President Jim Claeysen and Attorney Jim Stevens recommended moving these items to Chapter 58. Attorney Jim Stevens also noted that Section 2-565 should also be moved to Chapter 58; he will amend the ordinance accordingly. Chairman Belt moved to send to the Village Board December 15, 2015 for the first reading, "An ordinance transferring a portion of Chapter 2 Bidding Procedures Section 2-561 through 2-565 to Chapter 58 Article IV Bidding Procedures Section 58-182 through Section 58-186 of the Code of Ordinances for the Village of Cherry Valley, Illinois". Trustee Hollembeak seconded. All "Aye". Motion carried.
5. Review of ordinance and possible motion to send to the Village Board: Sections 2-604 and Section 2-605: Annexation Cost & Additional Expenses consider moving to Chapter 50 from Chapter 2. Chairman Belt noted that it was recommended to move this to Chapter 50. Trustee Maitland noted that on page two Section 50-229 there is a reference to section 2-601. Attorney Jim Stevens stated that it should read "50-227". Also, on page one in the second WHEREAS, language should read "...should not be located...". Chairman Belt moved to send to the Village Board December 15, 2015 for the first reading, "An ordinance amending the Code of Ordinances for the Village of Cherry Valley, Illinois, Deleting Chapter 2, Article VII. Annexation. Section 2-601 through section 2-605 transferring them to Chapter 50-227 through 50-231". Trustee Maitland seconded. All "Aye". Motion carried.

NEW BUSINESS:

1. Discussion and Review of ordinances for Treasurer, Administrative Assistant, Front Desk Receptionist and Village Clerk. Chairman Belt noted that there were recommendations in regards to the changes in the administration office. Attorney Jim Stevens presented draft ordinances for each title. Trustee Maitland questioned the educational requirements regarding the Treasurers position: The committee recommended a change making the minimum requirement a bachelor's degree. Attorney Jim Stevens will draft an ordinance accordingly. With the Front Desk Receptionist ordinance language needs to be changed: Language regarding reporting to and typing for the Public Works Director will be deleted. All jobs/duties for the Public Works Director will be designated through the Treasurer as the supervisor. Strike "...for the Public Works Director". Chairman Belt asked that the committee consider changing the Clerk's position to full time, with experience. Chairman Belt noted that Attorney Jim Stevens will draft the ordinances and they will be reviewed at the January 4, 2016 ORDINANCE meeting, with the intention to send them on to

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the Village Board meeting January 5, 2016 for the waiving the rules for the first reading, second and final reading and passage.

2. Disposal Ordinance for the sale of Municipal Property - Public Works Job Trailer. Public Works director presented a draft copy for the disposal of the Public Works Job Trailer. The clerk will make the necessary correction in the language in paragraph two "WHEREAS" to read "...that the item is no longer...". Chairman Belt moved to send to the Village Board December 15, 2015, an approval, of "an ordinance authorizing the sale of municipal property". Trustee Hollembeak seconded. All "Aye". Motion carried.
3. Special Use Permit - Discussion and Review of an Ordinance for Alvarez Restaurant; Auto Internet Sales as presented at the Planning & Development meeting. Chairman Belt noted that Attorney Jim Stevens presented a copy of a letter outlining conditions regarding a special use permit. Attorney Jim Stevens reviewed the eleven conditions with Mr. Jaime Alvarez, who is present with a drawing for the proposed site for the committee to review. Trustee Maitland question if language needed to be added noting "no Sunday sales". Chairman Belt asked for language regarding signage "on the building" or "window". Attorney Jim Stevens will add recommended language regarding "no Sunday sales" and regarding the signage. With the committee's recommendations, Attorney Jim Stevens will draft an ordinance for a special use permit. Chairman Belt moved to send to the Village Board December 15, 2015, an ordinance regarding a special use permit for Alvarez Restaurant at 1600 S. Bell School Road, to waive the rules for the first reading, second and final reading and passage. Trustee Hollembeak seconded. All "Aye". Motion carried.
4. Chapter 50: Planning Section 50-1 Capital Improvements 1996 - 2000. Chairman Belt noted that all of the projects noted in this section have been completed. Projects should be passed as resolutions, as they are continually changing. (Ref: Capital Improvements plans). Trustee Maitland concurred. Treasurer Karen Melloch noted that the understanding was, because this is an ever changing document, that this (Capital Improvements Plan) would not be passed as a resolution. This would coincide with the passing of the annual budget. Chairman Belt recommended that this section be removed from the Code of Ordinances. Chairman Belt moved to authorize Attorney Jim Stevens to draft an ordinance removing Section 50-1 Capital Improvements. Trustee Maitland seconded. All "Aye". Motion carried. Discussion will continue at the January 4, 2016 ORDINANCE committee meeting.

PUBLIC COMMENT: None.

ADJOURNMENT: Chairman Belt entertained a motion to adjourn. Trustee Hollembeak moved to adjourn at 7:13PM. Trustee Hollembeak seconded. All "Aye". Motion carried.

Recorded by Dana Ward Village Clerk.
Minutes reviewed by Chairman Nancy Belt on December 30, 2015.

AGENDA
VILLAGE OF CHERRY VALLEY, ILLINOIS
ORDINANCE COMMITTEE MEETING
MONDAY, DECEMBER 7, 2015
6:30PM

CHAIRMAN: NANCY BELT
MEMBERS: SALLY HOLLEMBEAK
GARY MAITLAND

CALL THE MEETING TO ORDER:

ROLL CALL:

ADOPT THE AGENDA:

APPROVE THE MINUTES: November 2, 2015

PUBLIC COMMENT:

UNFINISHED BUSINESS:

1. Budget Director Ordinance: Possible motion to send to the Village Board. Sections 2-321 through Section 2-323
2. Review current ordinance and possible motion to send to the Village Board: Chapter 82: Zoning. Article VIII. Building Composition Restrictions. Section 82-482. Communication Antenna Support Structure Regulations
3. Motion to send to village board passage: Chapter 18. Animals. Division 1. Generally. Section 18-44. Kennels for Breeding or Boarding
4. Review ordinance and possible motion to send to the Village Board: Sections 2-561 through Section 2-564. Bidding Procedures
5. Review of ordinance and possible motion to send to the Village Board: Sections 2-604 and Section 2-605 Annexation Cost & Additional Expenses consider moving to Chapter 50 from Chapter 2

NEW BUSINESS:

1. Discussion and Review of ordinances for Treasurer, Administrative Assistant, Front Desk Receptionist and Village Clerk
2. Disposal Ordinance for the sale of Municipal Property - Public Works Job Trailer
3. Special Use Permit - Discussion and Review of an Ordinance for Alvarez Restaurant; Auto Internet Sales as presented at the Planning & Development meeting.
4. Chapter 50: Planning Section 50-1 Capital Improvements 1996 - 2000

PUBLIC COMMENT:

ADJOURNMENT:

NLB December 2, 2015