

**VILLAGE OF CHERRY VALLEY, IL
"SPECIAL" ORDINANCE COMMITTEE MEETING
MONDAY, APRIL 11, 2016**

CHAIRMAN: NANCY BELT
MEMBERS: SALLY HOLLEMBEAK
GARY MAITLAND

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

NANCY BELT	PRESENT
SALLY HOLLEMBEAK	PRESENT
GARY MAITLAND	PRESENT

Others present: President Jim E. Claeysen, Trustees Jeff Fustin and David Schroeder, Treasurer Karen Melloch, Public Works Director Chuck Freeman, Chief of Police Larry Neville, Attorney Roxanne Sosnowski and Clerk Dana Ward.

ADOPT THE AGENDA: Chairman Belt entertained a motion to adopt the agenda as presented. Trustee Hollembeak moved to adopt the agenda. Trustee Maitland seconded. Motion carried by voice vote.

APPROVE THE MINUTES: March 7, 2016. Chairman Belt moved to approve the minutes. Trustee Hollembeak seconded. Motion carried by voice vote.

CHAIRMAN'S REPORT:

PUBLIC COMMENT: None.

UNFINISHED BUSINESS:

1. Committee discussion regarding the Cell Tower Ordinance (goes to Planning and Zoning Commission Meeting on May 18, 2016). Chairman Belt noted that the reason the ordinance for the cell tower is on the agenda is that it needs to go through the Planning and Zoning Commission meeting because it is from Chapter 82. Attorney Roxanne Sosnowski stated that this ordinance can go from the Planning and Zoning Commission for the Public Hearing and then on to the Village Board.
2. Chapter 6 Advertising Section 6-31 through 6-103 - Updates. Chairman Belt noted that Attorney Roxanne Sosnowski presented a draft ordinance that was prepared by Attorney Darron Burke. Chairman Belt asked that the members review this draft ordinance; it will be discussed at the next ordinance meeting.
3. Chapter 2 Administration Section 2-61 Time and Place of Regular Meetings - Updates. Chairman Belt noted that there has been discussion about changing the regular Village Board meeting time from 7:00PM to 6:30PM. Chairman Belt asked for feedback from the members and department heads. The time change could be implemented the beginning of the new fiscal year in May.

VILLAGE OF CHERRY VALLEY, IL
“SPECIAL” ORDINANCE COMMITTEE MINUTES
MONDAY, APRIL 11, 2016

NEW BUSINESS:

1. Committee discussion and possible action regarding “An Ordinance authorizing the Village of Cherry Valley, Illinois, to Dispose of Personal Property” (waive rules for second and final reading and passage). Chairman Belt noted that the members received a draft copy of the ordinance for a fuel tanks Located at Baumann Park and a printer from the Administration Department. Chairman Belt entertained a motion to take this ordinance to the Village Board. Trustee Maitland moved to send to the Village Board April 19, 2016, “An ordinance authorizing the Village of Cherry Valley, Illinois, to Dispose of Personal Property”, to waive the rules and consider this the second and final reading and passage. Trustee Hollembeak seconded. Motion carried by voice vote.
2. Committee discussion regarding “An Ordinance Budgeting for all corporate purposes for the Village of Cherry Valley, Illinois, for the fiscal year commencing on the 1st day of May, A.D. 2016, and ending on the 30th day of April, A.D. 2017. Chairman Belt noted that the members have received an updated copy of the budget dated April 7, 2016. Chairman Belt asked Treasurer Karen Melloch if a message could be noted on the water bills, announcing upcoming events, and also discussed the possibility of mailing out a newsletter to the residents a couple times per year. Treasurer Karen Melloch stated that money could be added to the budget in line item 5165 - Printing and Publishing specifically for newsletter mailings. Chairman Belt asked the members to consider discussing this at a Village Board meeting. Trustee Hollembeak moved to send to the Village Board April 19, 2016, to consider for second and final reading and passage, “An Ordinance Budgeting for all corporate purposes for the Village of Cherry Valley, Illinois, for the fiscal year commencing on the 1st day of May, A.D. 2016, and ending on the 30th day of April, A.D. 2017”. Trustee Maitland seconded. Motion carried by voice.
3. Committee discussion regarding “An Ordinance Revising Ordinance Number 2015-07: The Annual Budget for the Village of Cherry Valley, Illinois, (Commonly Known as the Transfer Ordinance)”. Chairman Belt noted that the members have received an updated copy of the budget revised April 7, 2016. Treasurer Karen Melloch pointed out the few changes that were made with the updated draft budget and noted changes in the following line items:

Police Budget

- Page 4 -line item 5125 - Maintenance & vehicles

Public Works

- Page 5 - line item 5170 - Professional Services Other
- Page 5 - line item 5175 - Rental
- Page 7 - line item 5242 - Maintenance Supplies
- Page 7 - line item 5260 - Special Events

VILLAGE OF CHERRY VALLEY, IL
“SPECIAL” ORDINANCE COMMITTEE MINUTES
MONDAY, APRIL 11, 2016

Water

- Page 8 - line item 5130 - Maintenance Equipment
- Page 8 - line item 5145 - Maintenance System Water
- Page 8 - line item 5170 - Professional Services
- Page 8 - line item 5205 - Utilities

Capital Improvements

- Page 10 - line item 5375 - Equipment
- Page 10 - line item 5440 Public Works Fire

It is noted that the bottom line (total) will remain the same. These changes come as the result of bills that will be paid through the Finance Committee on April 12, 2016. Chairman Belt moved to send to the “Special” Village Board meeting April 12, 2016, to consider for second and final reading and passage, “An Ordinance Revising Ordinance Number 2015-07, the Annual Budget for the Village of Cherry Valley, Illinois, (Commonly Known as the Transfer Ordinance)”. Trustee Maitland seconded. Motion carried by voice vote.

4. Committee discussion regarding “An Ordinance for the village’s Personnel Policies Manual”. Chairman Belt noted that this ordinance was prepared by Attorney Roxanne Sosnowski. Attorney Roxanne Sosnowski responded that this draft ordinance would change the Ordinance Code Book, to eliminate sections that will now be addressed in the Personnel Policies Manual. Chapter 2, Administration: Division 9, “Personnel Regulations”, would be amended in its entirety. All the language would be stricken. A general statement would be made, citing that the “Village of Cherry Valley has adopted a Personnel Policies Manual which covers the rules, policies and procedures applicable to the village employees as may be amended from time to time”. Chapter 2, Administration; Division 10 notes that the Village of Cherry Valley would pull the Drug and Alcohol Free Workplace Policy out of the code book and includes a general statement noting that this is part of the Personnel Policies Manual. Division 11 references the discussion of the state gift band act and should remain in the code book. Adopt the Employee handbook with a resolution, giving flexibility in the event changes need to be made in the future. Chairman Belt moved to send to the Village Board April 19, 2016, “An Ordinance Amending Chapter 2, “Administration”, Article III, “Officers and Employees”, Division 9, “Personnel Regulations”, and Division 10 “Drug and Alcohol Abuse Policy” of the Code of Ordinances for the Village of Cherry Valley, Illinois”, to pass and approve by ordinance form, and along with that pass a resolution adopting the Personnel Policies Manual. Trustee Hollembeak seconded. Motion carried by voice vote. Attorney Roxanne

**VILLAGE OF CHERRY VALLEY, IL
“SPECIAL” ORDINANCE COMMITTEE MINUTES
MONDAY, APRIL 11, 2016**

Sosnowski will amend the resolution to read “A resolution of the Village of Cherry Valley, Illinois, approving a Personnel Policies Manual”.

5. Committee discussion regarding “An Ordinance Amending the Comprehensive Plan for the Village of Cherry Valley, Illinois. Trustee Hollembeak moved to send to the Village Board April 19, 2016, an authorization for Attorney Roxanne Sosnowski prepare a draft ordinance, “An ordinance Amending the Comprehensive Plan for the Village of Cherry Valley, Illinois”, to consider for second and final reading and passage. Trustee Maitland seconded. Motion carried by voice vote.

PUBLIC COMMENT: None.

ADJOURNMENT: Chairman Belt entertained a motion to adjourn. Trustee Hollembeak moved to adjourn at 6:59PM. Trustee Maitland seconded. Motion carried by voice vote.

Recorded by Dana Ward, Village Clerk.

Minutes reviewed by Chairman Nancy Belt on April 21, 2016.

AGENDA
VILLAGE OF CHERRY VALLEY, ILLINOIS
“SPECIAL” ORDINANCE COMMITTEE MEETING
MONDAY, APRIL 11, 2016
6:30 PM

CHAIRMAN: NANCY BELT
MEMBERS: SALLY HOLLEMBEAK
GARY MAITLAND

CALL THE MEETING TO ORDER:

ROLL CALL:

ADOPT THE AGENDA:

APPROVE THE MINUTES: March 7, 2016

CHAIRMAN’S REPORT:

PUBLIC COMMENT:

UNFINISHED BUSINESS:

1. Committee discussion regarding the Cell Tower Ordinance (forward to Planning and Zoning Commission Meeting on May 18, 2016).
2. Chapter 6 Advertising Section 6-31 through 6-103 - Updates.
3. Chapter 2 Administration Section 2-61 Time and Place of Regular Meetings - Updates.

NEW BUSINESS:

1. Committee discussion and possible action regarding “An Ordinance authorizing the Village of Cherry Valley, Illinois to Dispose of Personal Property”, (waive rules for first reading and consider this for second and final reading and passage).
2. Committee discussion regarding “An Ordinance Budgeting for all corporate purposes for the Village of Cherry Valley, Illinois, for the fiscal year commencing on the 1st day of May, A.D. 2016, and ending on the 30th day of April, A.D. 2017”.
3. Committee discussion regarding “An Ordinance revising Ordinance Number 2015-07: The Annual Budget for the Village of Cherry Valley, Illinois”, (commonly known as the Transfer Ordinance).
4. Committee discussion regarding “An Ordinance for the village’s Personnel Policies Manual”.
5. Committee discussion regarding “An Ordinance Amending the Comprehensive Plan for the Village of Cherry Valley, Illinois”.

PUBLIC COMMENT:

ADJOURNMENT:
NLB (04-07-16)