

**VILLAGE OF CHERRY VALLEY, IL  
MINUTES FOR THE  
VILLAGE BOARD OF TRUSTEES MEETING  
TUESDAY, OCTOBER 1, 2013 (Amended 2/18/14\*)**

**THE VILLAGE BOARD OF TRUSTEES OF CHERRY VALLEY, ILLINOIS, WINNEBAGO AND BOONE COUNTIES, CONVENED IN REGULAR SESSION ON THE 1ST DAY OF OCTOBER, 2013.**

**PRESIDENT JIM E. CLAEYSSEN CALLED THE MEETING TO ORDER AT 7:00PM AND LED THE PLEDGE OF ALLEGIANCE.**

A Roll Call was taken by Village Clerk, Dana Ward.

Stephen Appell	Present	JoAnn Hudson	Present
Nancy Belt	Present	Gary Maitland	Present
Sally Hollembeak	Present	David Schroeder	Present

Also present: Attorney Jim Stevens, Interim Chief of Police Larry Neville, Treasurer Karen Melloch, Public Works Director Chuck Freeman, Dennis McMullen, C.E.S. and Village Clerk Dana Ward.

President Jim E. Claeysen entertained a motion to adopt the Agenda. David Schroeder so moved and Sally Hollembeak seconded. All "Aye"; none opposed. Motion carried by voice vote.

President Jim E. Claeysen entertained a motion to approve the Minutes for September 17, 2013. David Schroeder so moved to approve the Minutes for September 17, 2013 and Nancy Belt seconded. All "Aye"; none opposed. Motion carried by voice vote.

**CITIZENS VOICE:** Mr. Wilbert Hecht, Village resident, was supposed to be here this evening to comment on Public Safety. Mr. Hecht is not here this evening.

**TREASURER'S REPORT.** September 2013 Report by Karen Melloch. Karen Melloch reported that September was a decent month. The revenue received was close to what was expected with expenditures; summer projects have been nearly paid off. There is about \$50,000 outstanding. Interest rates went up to 0.06% on investments. President Jim E. Claeysen entertained a motion to put the September 2013 Treasurer's Report on file. Gary Maitland so moved and JoAnn Hudson seconded. All "Aye"; none opposed. Motion carried by voice vote.

**PRESIDENT'S REPORT: JIM E. CLAEYSSEN.**

1. President Jim E. Claeysen entertained a motion to recognize the appointment of Chuck Freeman as the Village's Public Works Director. Stephen Appell so moved and David Schroeder seconded. A Roll Call vote was taken:

Stephen Appell	AYE	JoAnn Hudson	AYE
Nancy Belt	AYE	Gary Maitland	AYE
Sally Hollembeak	AYE	David Schroeder	AYE

Motion passes and President Claeysen congratulated Mr. Freeman.

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**PRESIDENT'S REPORT: JIM E. CLAEYSSEN.** (Continued).

2. President Jim E. Claeysen entertained a motion to send Trustee Stephen Appell to the Illinois Municipal League Conference Friday, October 18 and Saturday, October 19, 2013. This is a budgeted item; the cost for this two day conference will not exceed \$875.00. Sally Hollembeak so moved and David Schroeder seconded. A Roll Call vote was taken:

Stephen Appell	AYE	JoAnn Hudson	AYE
Nancy Belt	AYE	Gary Maitland	AYE
Sally Hollembeak	AYE	David Schroeder	AYE

Motion passes.

3. President Jim E. Claeysen entertained a motion to approve a Liquor License, Classes A, E and K, to Eggsclusive Café, at 7105 CherryVale North Blvd. Background checks were completed by the Police Department and all needed paperwork is in order. Nancy Belt so moved and Stephen Appell seconded. A Roll Call vote was taken:

Stephen Appell	AYE	JoAnn Hudson	AYE
Nancy Belt	AYE	Gary Maitland	AYE
Sally Hollembeak	AYE	David Schroeder	AYE

Motion passes. President Claeysen welcomed Eggsclusive Café to Cherry Valley and a round of applause followed. The expected opening date is December 5, 2013.

4. Proclamation - Breast Cancer Awareness Month. The Trustees have received a copy of the "Breast Cancer Proclamation". President Claeysen read this Proclamation and proclaimed October 2013 as "Breast Cancer Awareness Month" and Friday, October 18, 2013 as "National Mammography Day" in the Village of Cherry Valley". President Jim E. Claeysen entertained a motion to approve this proclamation. Stephen Appell so moved and David Schroeder seconded. All "Aye"; none opposed. Motion carried by voice vote.
5. Proclamation - Domestic Violence Awareness Month. This proclamation was presented to the village from Chief Larry Neville. The Trustees have received a copy of the "Domestic Violence Proclamation". President Claeysen read this Proclamation and proclaimed October 2013 as "Domestic Violence Awareness Month" in the Village of Cherry Valley". President Jim E. Claeysen entertained a motion to approve this proclamation. Sally Hollembeak so moved and David Schroeder seconded. All "Aye"; none opposed. Motion carried by voice vote.

The President noted that the Scarecrow event has been sold out. Please get out in the Village to see the creativity of the resident's.

**ATTORNEY'S REPORT: JAMES STEVENS.** No report.

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**ENGINEER'S REPORT: DENNIS McMULLEN, C.E.S.** No report.

**EX-OFFICIO'S REPORTS:**

**STEPHEN APPELL - PLANNING AND ZONING COMMISSION.** No report.

**DAVID SCHROEDER - RECREATION BOARD.** David Schroeder stated there is a Recreation Board meeting Wednesday night at 7:00PM. Plans are commencing for the Village's Halloween Parade October 26, 2013 at 4:00PM. The parade will begin at the tennis courts at Baumann Park and end at Cherry Valley Elementary School.

**ORDINANCE REPORT BY TRUSTEE: NANCY BELT.**

1. Nancy Belt moved that the Village Board waive the rules on the first reading for "an ordinance amending the Code of Ordinances, Chapter 2 Section 2-472: Specific Duties of the Public Works Director. Sally Hollembeak seconded. All "Aye"; none opposed. Motion carried by voice vote.
2. Nancy Belt moved that the Village Board consider this the second and final reading of an ordinance amending the Code of Ordinances, Chapter 2 Section 2-472: Specific Duties of the Public Works Director. JoAnn Hudson seconded. All "Aye"; none opposed. Motion carried by voice vote.

3. Nancy Belt moved that the Village Board pass and approve:

**ORDINANCE 2013-27**

**"AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR THE VILLAGE OF  
CHERRY VALLEY, ILLINOIS, SECTION 2-472 (SPECIFIC DUTIES OF THE PUBLIC  
WORKS DIRECTOR)"**

JoAnn Hudson seconded. A roll call vote was taken:

Stephen Appell	AYE	JoAnn Hudson	AYE
Nancy Belt	AYE	Gary Maitland	AYE
Sally Hollembeak	AYE	David Schroeder	AYE

Motion passes.

4. Nancy Belt moved that the Village Board waive the rules on the first reading for "an ordinance amending the Code of Ordinances, Chapter 2 Section 2-33(e), setting the meeting time for the Planning and Zoning Committee", changing date to third Wednesday of the month. Stephen Appell seconded. All "Aye"; none opposed. Motion carried by voice vote.
5. Nancy Belt moved that the Village Board waive rules for the second and final reading for "an ordinance amending the Code of Ordinances, Chapter 2 Section 2-33(e), setting the meeting time for the Planning and Zoning Committee", changing date to third Wednesday of the month. Sally Hollembeak seconded. All "Aye"; none opposed. Motion carried by voice vote.

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**ORDINANCE REPORT BY TRUSTEE: NANCY BELT. (Continued).**

6. Nancy Belt moved that the Village Board pass and approve:

**ORDINANCE 2013-28**

“AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR THE VILLAGE OF CHERRY VALLEY, ILLINOIS, SECTION 2-33 COMMITTEES (PLANNING AND ZONING COMMITTEE)”.

Stephen Appell seconded. A Roll Call vote was taken:

Stephen Appell	AYE	JoAnn Hudson	AYE
Nancy Belt	AYE	Gary Maitland	AYE
Sally Hollembeak	AYE	David Schroeder	AYE

Motion passes.

Nancy Belt stated that ORDINANCE passes.

**FINANCE REPORT BY TRUSTEE: GARY MAITLAND. No report.**

**PUBLIC SAFETY REPORT BY TRUSTEE: SALLY HOLLEMBEAK. No report.**

**PUBLIC WORKS REPORT BY TRUSTEE: DAVID SCHROEDER.**

1. David Schroeder moved that the Village Board approve the I-Fibre Contract. Attorney Jim Stevens stated he has read the contract and recommends execution of said contract. Stephen Appell seconded. A Roll Call vote was taken:

Stephen Appell	AYE	JoAnn Hudson	AYE
Nancy Belt	AYE	Gary Maitland	AYE
Sally Hollembeak	AYE	David Schroeder	AYE

Motion passes.

David Schroeder stated that PUBLIC WORKS passes.

**PLANNING AND DEVELOPMENT REPORT BY TRUSTEE: STEPHEN APPELL. No report.**

**PERSONNEL REPORT BY TRUSTEE: JOANN HUDSON.**

1. JoAnn Hudson moved that the Village Board set the salary for the Public Works Director, Chuck Freeman, at \$73,500.00, starting on Sunday, October 6, 2013. Stephen Appell seconded. A Roll Call vote was taken:

Stephen Appell	AYE	JoAnn Hudson	NAY
Nancy Belt	ABSTAIN	Gary Maitland	AYE
Sally Hollembeak	AYE	David Schroeder	AYE

Motion passes.

2. JoAnn Hudson moved that the Village Board hire Sikich LLP for a comprehensive Employee Handbook review and report of findings with suggested policy language at a cost of \$2,350, contingent upon attorney approval. Stephen Appell seconded. A Roll Call vote was taken:

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**PERSONNEL REPORT BY TRUSTEE: JOANN HUDSON. (Continued).**

Stephen Appell	AYE	JoAnn Hudson	AYE
Nancy Belt	AYE	Gary Maitland	AYE
Sally Hollembeak	AYE	David Schroeder	AYE

Motion passes.

JoAnn Hudson stated that PERSONNEL passes.

**BOARD COMMENTS:**

**SWEARING IN OF NEW OFFICERS:** President Jim E. Claeysen turned the meeting over to Interim Chief of Police Larry Neville and Clerk Dana Ward, for the Swearing in ceremony. Mrs. Ward reads the official Oath "I, (state name), having been duly appointed as a full-time (part-time) Police Officer for the Village of Cherry Valley, Winnebago and Boone Counties, Illinois, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of Illinois and the Cherry Valley Code of Ordinances, and that I will faithfully discharge the duties as a Police Officer to the best of my ability".

1. Interim Chief of Police Larry Neville introduced the first candidate. Mr. Anthony Savaiano is a graduate of Southern Illinois University, 2006. He has worked full-time with the Pecatonica Police Department and part-time for Cherry Valley. Clerk Dana Ward read the Oath and Anthony Savaiano is sworn in as a full-time Police Officer, (who was hired by Board Action at the September 3, 2013 Village Board Meeting).\* He is presented a copy of the Official Oath. Mr. Savaiano is welcomed to Cherry Valley and a round of applause followed.
2. Interim Chief Larry Neville introduced the second candidate. Mr. Brian Nicolls has attended Rock Valley College and has been an employed as a Police Officer for the Rockford Park District. Clerk Dana Ward read the Oath and Brian Nicolls is sworn in as a part-time Police Officer. He is presented a copy of the Official Oath. Mr. Nicolls is welcomed to Cherry Valley and a round of applause followed.

**RECOGNITIONS:** Interim Chief of Police, Larry Neville, remained at the podium for presentations.

1. The first award is from the Alliance Against Intoxicated Motorist and asked Officers Simon Avery, Ken Fry, Ryan Fulton and Paul Seitz to come forward. They have been recognized by the AAIM, in appreciation for their commendable DUI enforcement for 2012. A round of applause followed.

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2. The next award is from the Illinois Department of Transportation. Officers Simon Avery, Paul Seitz and Jesse Pearse come forward. This is an achievement award presented by the Division of Traffic Safety to Officer Paul Seitz in recognition of his efforts contributing to highway safety, having made 25 DUI arrests. The next achievement award goes to Officer Jesse Pearse in recognition of his efforts contributing to highway safety, having made 50 DUI arrest. The final award is a speed enforcement award given to Officer Simon Avery in recognition of his efforts contributing to highway safety, having issued 1000 speeding citations.

A final award was received yesterday. This comes from the 2013 Memorial Day Weekend "Click it or Ticket" campaign. This award goes to the most outstanding Police Officer for the Cherry Valley Police Department. Officer Simon Avery wrote the most tickets during this campaign. A round of applause followed.

President Jim E. Claeysen thanked the Officers of the Police Department for their service. The entire Board is very proud of the Police Department. A round of applause followed and President Claeysen noted that refreshments would be served after the meeting.

**ADJOURNMENT:** Seeing there is no other business, President Jim E. Claeysen entertained a motion to adjourn at 7:23PM. Sally Hollembeak so moved and Stephen Appell seconded. All "Aye"; none opposed. Motion carried by majority vote.

Recorded by Village Clerk, Dana Ward.

Minutes approved by President Jim E. Claeysen on October 9, 2013.

**AGENDA  
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TUESDAY, OCTOBER 1, 2013  
7:00 PM**

**CALL THE MEETING TO ORDER:** President Jim E. Claeysen

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL TAKEN BY:** Village Clerk, Dana Ward

**VILLAGE TRUSTEES:** Stephen Appell      JoAnn Hudson  
Nancy Belt                      Gary Maitland  
Sally Hollembeak      David Schroeder

**ADOPTION OF THE AGENDA:**

**APPROVAL OF THE BOARD MINUTES:** September 17, 2013.

**CITIZENS VOICE:** Wilbert Hecht - Public Safety.

**TREASURER'S REPORT: SEPTEMBER 2013 REPORT BY KAREN MELLOCH.**

**PRESIDENT'S REPORT: JIM E. CLAEYSSEN.**

1. Motion to appoint Mr. Chuck Freeman as Public Works Director.
2. Motion to authorize Trustee Stephen Appell to attend the Illinois Municipal League Conference on Friday October 18, 2013 and Saturday October 19, 2013.
3. Motion to approve a liquor license for Eggsclusive Café, 7105 CherryVale North Blvd.
4. Proclamation - Breast Cancer Awareness Month.
5. Proclamation - Domestic Violence Awareness Month.

**ATTORNEY'S REPORT: JAMES STEVENS.**

**ENGINEER'S REPORT: DENNIS McMULLEN, C.E.S.**

**EX-OFFICIO'S REPORTS:**

**STEPHEN APPELL - PLANNING AND ZONING COMMISSION.**

**DAVE SCHROEDER - RECREATION BOARD.**

**ORDINANCE REPORT BY TRUSTEE: NANCY BELT.**

7. Motion to waive the rules on the first reading for "an ordinance amending the Code of Ordinances, Chapter 2 Section 2-472: Specific Duties of the Public Works Director.
8. Motion to consider this the second and final reading of an ordinance amending the Code of Ordinances, Chapter 2 Section 2-472: Specific Duties of the Public Works Director.
9. Motion to pass and approve an ordinance amending the Code of Ordinances, Chapter 2 Section 2-472: Specific Duties of the Public Works Director. (Ordinance 2013-27).

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**ORDINANCE REPORT BY TRUSTEE: NANCY BELT. (Continued).**

10. Motion to waive the rules on the first reading for “an ordinance amending the Code of Ordinances, Chapter 2 Section 2-33(e), setting the meeting time for the Planning and Zoning Committee”, changing date to third Wednesday of the month.
11. Motion to waive rules for the second and final reading for “an ordinance amending the Code of Ordinances, Chapter 2 Section 2-33(e), setting the meeting time for the Planning and Zoning Committee”, changing date to third Wednesday of the month.
12. Motion to pass and approve ORDINANCE 2013-28, for “an ordinance amending the Code of Ordinances, Chapter 2 Section 2-33(e), setting the meeting time for the Planning and Zoning Committee”, changing date to third Wednesday of the month.

**FINANCE REPORT BY TRUSTEE: GARY MAITLAND.** No report.

**PUBLIC SAFETY REPORT BY TRUSTEE: SALLY HOLLEMBEAK.** No report.

**PUBLIC WORKS REPORT BY TRUSTEE: DAVID SCHROEDER.**

1. Motion to approve the contract for the I-Fibre Project.

**PLANNING AND DEVELOPMENT REPORT BY TRUSTEE: STEPHEN APPELL.**

**PERSONNEL REPORT BY TRUSTEE: JOANN HUDSON.**

3. Motion to set the salary for the Public Works Director at \$73,500.00.
4. Motion to hire Sikich LLP for a comprehensive Employee Handbook review and report of findings with suggested policy language at a cost of \$2,350.

**BOARD COMMENTS:**

**SWEARING IN OF NEW POLICE OFFICERS:**

1. Swearing in Full-Time Police Officer - Anthony Savaiano.
2. Swearing in Part-Time Police Officer - Brian Nicholls.

**RECOGNITION:**

1. Alliance Against Intoxicated Motorists.  
Officers Simon Avery, Ken Fry, Ryan Fulton and Paul Seitz.
2. Illinois Department of Transportation.  
Officers Simon Avery, Paul Seitz and Jesse Pearse.

**ADJOURNMENT:**

**JEC 9/26/13**