

**VILLAGE OF CHERRY VALLEY, IL
MINUTES FOR THE
VILLAGE BOARD OF TRUSTEES MEETING
TUESDAY, MARCH 11, 2014**

THE VILLAGE BOARD OF TRUSTEES OF CHERRY VALLEY, ILLINOIS, WINNEBAGO AND BOONE COUNTIES, CONVENED IN REGULAR SESSION ON THE 11th DAY OF MARCH, 2014.

PRESIDENT JIM E. CLAEYSSSEN CALLED THE MEETING TO ORDER AT 7:04PM AND LED THE PLEDGE OF ALLEGIANCE.

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

STEPHEN APPELL	ABSENT	JOANN HUDSON	PRESENT
NANCY BELT	PRESENT	GARY MAITLAND	PRESENT
SALLY HOLLEMBEAK	PRESENT	DAVID SCHROEDER	PRESENT

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

ADOPT THE AGENDA: President Jim E. Claeysen entertained a motion to adopt the agenda. David Schroeder moved to adopt the agenda with the following addition: Under *PERSONNEL REPORT* add *Personnel Meeting Date Change*. Nancy Belt seconded. All “Aye”; none opposed. Motion carried by majority vote.

APPROVAL OF BOARD MINUTES: February 25 and March 4, 2014. President Jim E. Claeysen entertained a motion to approve the February 25, 2014 minutes. David Schroeder moved to approve the February 25, 2014 minutes and Nancy Belt seconded. All “Aye”; none opposed. Motion carried by majority vote. President Jim E. Claeysen entertained a motion to approve the March 4, 2014 minutes. JoAnn Hudson moved to approve the March 4, 2014 minutes and David Schroeder seconded. All “Aye”; none opposed. Motion carried by majority vote.

CITIZENS VOICE: None.

TREASURER’S REPORT. No report.

PRESIDENT’S REPORT: JIM E. CLAEYSSSEN. President Jim E. Claeysen informed the Board that Cherry Valley lost a long-time employee and friend and wanted to recognize him this evening. Lowell Gazouski passed away this past week. He started his Law Enforcement career with the Cherry Valley Police Department as a part-time officer. He was promoted to a full-time officer October 1, 1979 and retired October 1, 2002 after twenty three years of service. He will be missed.

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

1. Continued discussion and motion to select an architectural firm in regards to providing services for the construction of a Public Works Facility for the Village of Cherry Valley. President Jim E. Claeysen noted that at last week's Board meeting the members listened to the presentations from two architectural firms vying for the contract for the public works garage project: Hagney Architects LLC with FGM Architects and the Larson & Darby Group (Architects, Engineers, Interiors). He asked the Trustees for their input on the presentations. Nancy Belt stated that she liked Larson and Darby as the best fit for the Village's needs and also liked their ideas for future expansion. Gary Maitland agreed and would support Larson and Darby as the architects for the project. JoAnn Hudson appreciated that Larson and Darby has LEED certification. David Schroeder liked that fact that Larson and Darby has a sizable in-house staff for completing the project from beginning to completion. Sally Hollembeak liked their landscaping presentation. Discussion continued. Although Hagney Architects LLC had a very good presentation too, it is a consensus of the Board to choose Larson and Darby. Therefore, President Jim E. Claeysen entertained a motion to allow the Public Works subcommittee to negotiate with the Larson and Darby Group, to present a contract to the Board for approval for architectural services. David Schroeder moved that the Village Board allow the Public Works subcommittee to negotiate with the Larson and Darby group to present a contract to the Board for approval for architectural services. Nancy Belt seconded. All "Aye"; none opposed. Motion carried by majority vote.

2. Presentation by Village staff of the first draft of the 2014-2015 Fiscal Year Budget. President Jim E. Claeysen noted that the presentations this evening are preliminary; as changes are made, the Treasurer will prepare updates for the Board members to review. He has asked each of the department heads to present a PowerPoint display for all present to review.

The Police Budget was presented by Interim Chief of Police, Larry Neville. Chief Neville narrated through all line items, showing any increases or decreases. Nancy Belt asked if the Ranger program was successful. Chief Neville stated that the Ranger program has been successful however he is looking at decreasing hours for the next fiscal year. He also noted information regarding the hiring of future officers. After each segment, Chief Neville fielded questions from the Board members.

The Administration Budget was presented by Village Administrator Jim Wise. Jim Wise narrated through all line items, showing any increases or decreases. He verbally presented a synopsis of some of the upcoming projects. Some of next years expenditures will be offset by the reduction in rebate agreements.

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

JoAnn Hudson asked Mr. Wise if he would consider adding \$1000 for the Kishwaukee River, Love Your River Campaign in Line Item 5085 Community Welfare. It is noted that the Administration Budget for fiscal year 2014-2015 is approximated 4.8% higher than the past fiscal year budget. Part of this is due to the increase in our property and liability insurance (IMLRMA).

The final presentation was made by Director of Public Works Chuck Freeman. His presentation covered Streets, Building and Grounds, Water and Capital Improvements. Chuck Freeman narrated through the Line Items. Some of the questions asked were regarding: The Barns, Legion Hall second floor, tree removal and downtown streetscape, sidewalks and lighting in the outlining subdivisions, Regional Detention Improvements, Madigan Creek and the Perryville Bike Path project. President Claeysen noted that these items are scheduled for discussion at future meetings.

With some of the changes made with the proposed budget, Karen Melloch left the meeting at 9:17PM and returned at 9:25PM with copies of the updated General Fund (cover sheet), showing estimated revenues and proposed budgeted expenditures. Copies were presented to all Board members.

Attorney Jim Stevens left the meeting at 9:30PM.

President Jim E. Claeysen reminded the members that there will be a continued discussion on the Fiscal Year Budget 2014-2015 at upcoming meetings. In the next few days he will have updated hardcopies of the proposed budgets ready and asked all members to review the information.

ATTORNEY'S REPORT: JAMES STEVENS. No report.

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: No report.

ORDINANCE REPORT BY TRUSTEE: NANCY BELT. No report.

FINANCE REPORT BY TRUSTEE: GARY MAITLAND. No report.

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

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PUBLIC WORKS REPORT BY TRUSTEE: DAVID SCHROEDER.

1. Director of Public Works Chuck Freeman informed the Board that due to the expected snowfall this evening and tomorrow, he has made arrangements to have the employees attend the pesticide seminar on April 9, 2014, as an alternate date, if needed. David Schroeder moved that the Village Board send five employees to the Illinois Department of Agriculture Pesticide Training seminar at the Clock Tower Resort, Rockford, IL, at \$40.00 per person, at an amount not to exceed \$200.00, Line Item 5195PW. JoAnn Hudson seconded. All "Aye"; none opposed. A Roll Call vote was taken:

STEPHEN APPELL	ABSENT	JOANN HUDSON	AYE
NANCY BELT	AYE	GARY MAITLAND	AYE
SALLY HOLLEMBEAK	AYE	DAVID SCHROEDER	AYE

Motion carried by majority vote.

2. David Schroeder moved that the Village Board send Public Works Supervisor Steve Strasser to a Basic Excel Training Course at Entre Computer Solutions on March 13, 2014 at a cost not to exceed \$200.00, Line Item under 5195 Training. JoAnn Hudson seconded. All "Aye"; none opposed. A Roll Call vote was taken:

STEPHEN APPELL	ABSENT	JOANN HUDSON	AYE
NANCY BELT	AYE	GARY MAITLAND	AYE
SALLY HOLLEMBEAK	AYE	DAVID SCHROEDER	AYE

Motion carried by majority vote.

3. David Schroeder moved that the Village Board approve the purchase of a new computer, Microsoft Office Pro 2013 and tower from DELL Computers in an amount of \$1077.30, Line Item 5375 Equipment: Water. JoAnn Hudson seconded. A Roll Call vote was taken:

STEPHEN APPELL	ABSENT	JOANN HUDSON	AYE
NANCY BELT	AYE	GARY MAITLAND	AYE
SALLY HOLLEMBEAK	AYE	DAVID SCHROEDER	AYE

Motion carried by majority vote.

4. David Schroeder noted that the MXU water meters are a specialized item and can only be purchased from HD Supply, the Village's current supplier. Therefore, David Schroeder moved that the Village Board waive the rules for the bidding procedure to purchase the commercial water meters, a specialized item, for commercial water metering. Sally Hollembeak seconded. All "Aye"; none opposed. Motion carried by majority vote.

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PUBLIC WORKS REPORT BY TRUSTEE: DAVID SCHROEDER. (Continued).

David Schroeder moved that the Village Board purchase (144) MXU's radial read meters from HD Supply in the amount of \$20,378.00 to be installed in-house by our Public Works employees, Line Item 5382 Meters (Water). JoAnn Hudson seconded. A Roll Call vote was taken:

STEPHEN APPELL	ABSENT	JOANN HUDSON	AYE
NANCY BELT	AYE	GARY MAITLAND	AYE
SALLY HOLLEMBEAK	AYE	DAVID SCHROEDER	AYE

Motion carried by majority vote.

5. David Schroeder moved that the Village Board authorize the purchase and replacement of the remaining 3rd base/left field fencing at the Ball Diamond at Baumann Park with Rock River Valley Fence and Deck at a cost not to exceed \$6220.00, Line Item 5410 Park Improvements. JoAnn Hudson seconded. A Roll Call vote was taken:

STEPHEN APPELL	ABSENT	JOANN HUDSON	AYE
NANCY BELT	AYE	GARY MAITLAND	AYE
SALLY HOLLEMBEAK	AYE	DAVID SCHROEDER	AYE

Motion carried by majority vote.

David Schroeder stated that PUBLIC WORKS passes.

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

PERSONNEL REPORT BY TRUSTEE: JOANN HUDSON.

1. Personnel Meeting Date Change. JoAnn Hudson stated that the PERSONNEL meeting on March 25, 2014 will be cancelled and a "SPECIAL" meeting will be held after the BOARD meeting Monday March 17, 2014 at 7:45PM. There will be continued discussion on the Employee Handbook.

JoAnn Hudson stated that PERSONNEL passes.

BOARD COMMENTS: None.

ADJOURNMENT: President Jim E. Claeysen entertained a motion to adjourn. Sally Hollembeak moved to adjourn at 9:46PM and Nancy Belt seconded. All "Aye"; none opposed. Motion carried by voice vote.

Recorded by Village Clerk Dana Ward.

Minutes approved by President Jim E. Claeysen on March 13, 2014.

**AGENDA
VILLAGE OF CHERRY VALLEY, IL
“SPECIAL” VILLAGE BOARD OF TRUSTEES MEETING
TUESDAY, MARCH 11, 2014
7:30 PM**

CALL THE MEETING TO ORDER: PRESIDENT JIM E. CLAEYSSEN

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: February 25, 2014 and March 4, 2014.

CITIZENS VOICE:

TREASURER’S REPORT:

PRESIDENT’S REPORT: JIM E. CLAEYSSEN.

1. Continued discussion and motion to select an architectural firm in regards to providing services for the construction of a Public Works Facility for the Village of Cherry Valley.
2. Presentation by village staff of the first draft of the 2014-2015 Fiscal Year Budget.

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.

FINANCE REPORT BY TRUSTEE: GARY MAITLAND.

PUBLIC SAFETY REPORT BY TRUSTEE: SALLY HOLLEMBEAK.

PUBLIC WORKS REPORT BY TRUSTEE: DAVID SCHROEDER.

1. Motion to approve pesticide training for (5) Public Works Employees.
2. Motion to approve training for Public Works Supervisor Steve Strasser to attend Microsoft Excel training.
3. Motion to purchase a new computer for the Front Desk Receptionist.
4. Motion that the Village Board approve the purchase of new commercial MXU replacement water meters.
5. Motion that the Village Board approve the completion of the village’s Ball Diamond Fence Replacement Project.

PLANNING AND DEVELOPMENT REPORT BY TRUSTEE: STEPHEN APPELL.

PERSONNEL REPORT BY TRUSTEE: JOANN HUDSON.

BOARD COMMENTS:

ADJOURNMENT:

JEC 3/6/14