

**VILLAGE OF CHERRY VALLEY, IL
MINUTES FOR THE
VILLAGE BOARD OF TRUSTEES MEETING
MONDAY, MARCH 17, 2014**

THE VILLAGE BOARD OF TRUSTEES OF CHERRY VALLEY, ILLINOIS, WINNEBAGO AND BOONE COUNTIES, CONVENED IN REGULAR SESSION ON THE 17th DAY OF MARCH, 2014.

PRESIDENT JIM E. CLAEYSSEN CALLED THE MEETING TO ORDER AT 6:32PM 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: President Jim E. Claeysen, Village Administrator Jim Wise, 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. Treasurer Karen Melloch entered at 6:35PM.

ADOPT THE AGENDA: President Jim E. Claeysen entertained a motion to adopt the agenda. David Schroeder moved to adopt the agenda. Sally Hollembeak seconded. All “Aye”; none opposed. Motion carried by voice vote.

APPROVAL OF BOARD MINUTES: March 11, 2014. President Jim E. Claeysen entertained a motion to approve the March 11, 2014 minutes. Nancy Belt moved to approve the March 11, 2014 minutes. David Schroeder seconded. All “Aye”; none opposed. Motion carried by voice vote.

CITIZENS VOICE: None.

TREASURER’S REPORT. No report.

PRESIDENT’S REPORT: JIM E. CLAEYSSEN.

1. Continued Discussion and review of the 2014-2015 Fiscal Year Budget. President Jim E. Claeysen called on Public Works Director Chuck Freeman to begin the discussion with the proposed WATER budget. In Line Item 5095 Engineering there was discussion about the proposed loop from Mill Road/Harrison Avenue to the Mill Road/ Newburg Road water line extension. President Claeysen noted that this loop will complete this project. Chuck Freeman stated he would like to continue this topic with the discussion of the FY 2015-2016 Budget. Winnebago County plans on replacing the bridge which crosses over the train tracks on South Perryville this year. The Village has a waterline that is attached to this bridge and it will need to be repaired or replaced at that time. There are plans to do upgrades at Wells 1, 2 and 3. Also, Well 6 needs to be capped per EPA recommendations.

**VILLAGE OF CHERRY VALLEY, IL
MINUTES FOR THE
VILLAGE BOARD OF TRUSTEES MEETING
MONDAY, MARCH 17, 2014**

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

Some of the other items highlighted by Mr. Freeman were: In Line Item 5120, Change CL2 Gas to Liquid; an estimate was just received at \$40,000. The budget for postage will be increased due the rise in the cost of postage and the need for extra mailings for the backflow/cross flow water survey. In Line Item 5375 Equipment, there will be an increase due to the Meter Reader upgrades, replacement of the dump body/spreader for large snow plow and purchase of line thawing machine. There are several items on the budget that show an increase. However, Karen Melloch noted that some of the projects scheduled for the 2013-2014 budget year were not completed. The figures presented are due to "carryover projects" from the previous year budget. David Schroeder suggested moving the Design Engineering and Construction Engineering cost (under Line Item 5095) for Madigan Creek East to the Capital Improvement Plan for 2014-2015. Gary Maitland agreed. After more discussion, President Claeysen asked the Board for a consensus to move this project to the Capital Improvement Plan. With all in agreement David Schroeder will add this to the Public Works agenda next month for more discussion.

In Line Item 5120 there is an expense noted for a new 98% efficient condensation boiler. This past winter Mr. Freeman noted that the Village had a challenge with one of the boilers malfunctioning. He is researching this item further. In Line Item 5375 Mr. Freeman noted that the message board will need to be replaced. The money slated here is for a dual line message board (\$7500). Under the MFT budget in Line Item 5390 Street/Drainage Improvements, Mr. Freeman noted that there are plans to resurface some alleyways and sidewalk improvements. The Public Works Department will also be tackling some street drainage issues.

Chuck Freeman fielded questions from the Board: President Claeysen questioned if, in Line Item 5405 Non- Building Improvements, there were funds for other projects. Stephen Appell asked if some money could be budgeted to do some landscape upgrades at the Village Hall. Nancy Belt asked about landscape projects at Baumann Park, specifically removing old railroad ties. President Claeysen noted that this could be a good Scout project. Karen Melloch stated that some funds could be used from Park Dedication fees. Nancy Belt questioned if money could be used from the video gaming revenue for upgrades at the park.

JoAnn Hudson questioned upgrades around CherryVale Mall. Jim Wise stated that he is working on a Power Point presentation for early May and is already looking at issues surrounding the mall. Stephen Appell stated that this might be the right opportunity to look at rebate agreements. Gary Maitland agreed that money should be slated in the next fiscal year budget for improvements

**VILLAGE OF CHERRY VALLEY, IL
MINUTES FOR THE
VILLAGE BOARD OF TRUSTEES MEETING
MONDAY, MARCH 17, 2014**

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

around the mall. He suggested putting \$10,000 in the budget now for start-up costs for professional services and landscaping. President Jim E. Claeysen asked, and there is a consensus of the Board, to put \$2500 for professional services and \$7500 for landscaping in the budget. Stephen Appell suggested that there might be grant money available for this type of project. Karen Melloch stated that some of the property owners around the mall do not keep their properties mowed during the summer months and asked that the Village enforce the mowing ordinance. Chuck Freeman will make the necessary changes to the proposed budget and will forward an updated copy, with these recommendations, to the Board members for review.

President Jim E. Claeysen asked the Board if they have any further questions on the Administration Budget. JoAnn Hudson thanked Mr. Wise for adding \$1000 to the budget for the *Friends of the Kishwaukee River* campaign. This has been added under *Community Welfare and Development*, Line Item 5085A. Another item has been added for the *Reclaiming First*, an Intergovernmental agreement with the Rockford Park District. The amount for this is to be determined. It was recently published in the newspaper that the Rockford Park District is looking for a commitment from Cherry Valley for \$600,000 over the next twenty years. The members voice their opinions about the amount: Jim Wise stated that there will be more time for discussion on this topic in early April. President Claeysen asked that the Board members consider what the Village should pledge for this project. He also questioned whether video gaming money could be slated for this project. Under Line Item 5170A Mr. Wise has added another item: *Urban Planner/Business District Zone*. Mr. Wise is working on some ideas for the upgrades at CherryVale Mall and will expound on his ideas at a meeting in early May.

President Jim E. Claeysen asked the Board if they had any further questions on the Police Department Budget. David Schroeder asked Chief Larry Neville about department issued handguns. Is he intending to purchase Glocks? Chief Neville stated that they would be staying with Heckler and Koch handguns. No other questions were asked of Chief Neville.

2. Discussion regarding the Budget Process (schedule regarding Budget Hearing). President Jim E. Claeysen presented the Board members a proposed outline for the Fiscal Year 2013-14 Budget Closing and Fiscal Year 2014-2015 Budget Approval Process. The FY 2013-14 Budget Ordinance (Transfer Ordinance) should be ready and approved at the April 15th Village Board Meeting. This outline also listed the proposed steps to be taken for the adoption of the FY 2014-15 Budget. The FY 2014-2015 Budget should be available for public viewing no less than ten (10) days prior to the FY 2014-2015 Budget Public Hearing. The Notice of the FY 2014-2015

**VILLAGE OF CHERRY VALLEY, IL
MINUTES FOR THE
VILLAGE BOARD OF TRUSTEES MEETING
MONDAY, MARCH 17, 2014**

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Budget Public Hearing must be published no less than one week prior to the hearing date. (The Public Hearing date will be April 1, 2014 at 6:45. The Public Notice must be published on or before March 21, 2014). Having met these requirements, the FY 2014-2015 Budget may be adopted by Board action on or after April 15, 2014.

President Jim E. Claeysen asked ORDINANCE Chairman Nancy Belt to add discussion for the Transfer Ordinance on the meeting agenda April 7, 2014. There should also be a “Special” Ordinance meeting before the Board Meeting to approve the Transfer Ordinance on April 15, 2014 at 6:30.

3. Discussion - Clerk Attendance to IIMC, Milwaukee, WI. Village Administrator Jim Wise requested an approval to send Village Clerk Dana Ward to the International Institute of Municipal Clerks conference in Milwaukee, WI. Since this will be in the United States this year, and Milwaukee is in close proximity, this would be an excellent opportunity to provide training to increase (her) level of professionalism and ability to service the BOARD and general public. This conference would use 16 hours of the allotted 60 hours allowable for training. (The remaining hours would be used for the fall Municipal Clerks Institute). There is money available in the budget. Sally Hollembeak moved to approve the attendance of the Clerk to the IIMC conference in Milwaukee, WI, Tuesday May 20 and May 21, 2014 at a cost not to exceed \$755.00, Line Items 5200A and 5195A (FY2013-2014) Travel and Expense and Training and Seminars. JoAnn Hudson seconded. A Roll Call was taken:

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

Motion passes.

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. Stephen Appell reported that the Planning and Zoning Commission will meet this Wednesday at 7:00PM. There is one item on the agenda for a front yard setback for property on Genoa Street.

DAVID SCHROEDER - RECREATION BOARD: David Schroeder reported that the next Recreation Board meeting will be on Wednesday April 2, 2014 at 7:00PM. The next event scheduled is for the Easter Candy Scramble April 19, 2014, at 2:00PM, at

**VILLAGE OF CHERRY VALLEY, IL
MINUTES FOR THE
VILLAGE BOARD OF TRUSTEES MEETING
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DAVID SCHROEDER - RECREATION BOARD: (Continued).

Baumann Park. In the event of inclement weather, the event will be moved to the Village Hall. Upcoming events will also be discussed.

ORDINANCE REPORT BY TRUSTEE: NANCY BELT. No report.

FINANCE REPORT BY TRUSTEE: GARY MAITLAND.

1. Gary Maitland moved that the Village Board authorize the payment of all bills reviewed and approved by the Finance Committee and the Budget Director on March 11, 2014 in the amount of \$103,386.23. 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.

2. Gary Maitland moved that the Village Board authorize the payment of all additional bills, in the amount of \$13,855.93, reviewed and approved by the Finance Committee and the Budget Director on March 17, 2014. David Schroeder seconded. JoAnn Hudson questioned the receipts for Menards; these were for materials needed for the emergency waterline repairs. 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.

Gary Maitland stated that FINANCE passes.

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

PUBLIC WORKS REPORT BY TRUSTEE: DAVID SCHROEDER. No report.

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

PERSONNEL REPORT BY TRUSTEE: JOANN HUDSON. No report.

BOARD COMMENTS: None.

ADJOURNMENT: President Jim E. Claeysen entertained a motion to adjourn. Sally Hollembeak moved to adjourn at 8:21PM 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 26, 2014.

**AGENDA
VILLAGE OF CHERRY VALLEY, IL
“SPECIAL” VILLAGE BOARD OF TRUSTEES MEETING
MONDAY, MARCH 17, 2014
6:30 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: March 11, 2014.

CITIZENS VOICE:

TREASURER’S REPORT:

PRESIDENT’S REPORT: JIM E. CLAEYSSEN.

1. Continued Discussion and review of the 2014-2015 Fiscal Year Budget.
2. Discussion regarding the Budget Process (schedule regarding Budget Hearing).
3. Discussion - Clerk Attendance to IIMC, Milwaukee, WI.

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.

1. Motion that the Village Board authorize the payment of all bills reviewed and approved by the Finance Committee and the Budget Director on March 11, 2014.
2. Motion that the Village Board authorize the payment of all additional bills reviewed and approved by the Finance Committee and the Budget Director on March 17, 2014.

PUBLIC SAFETY REPORT BY TRUSTEE: SALLY HOLLEMBEAK.

PUBLIC WORKS REPORT BY TRUSTEE: DAVID SCHROEDER.

PLANNING AND DEVELOPMENT REPORT BY TRUSTEE: STEPHEN APPELL.

PERSONNEL REPORT BY TRUSTEE: JOANN HUDSON.

BOARD COMMENTS:

ADJOURNMENT:

JEC 3/13/14