

**VILLAGE OF CHERRY VALLEY, IL
MINUTES FOR THE
VILLAGE BOARD OF TRUSTEES MEETING
TUESDAY APRIL 22, 2014**

THE VILLAGE BOARD OF TRUSTEES OF CHERRY VALLEY, ILLINOIS, WINNEBAGO AND BOONE COUNTIES, CONVENED IN REGULAR SESSION ON THE 22nd DAY OF APRIL 2014.

PRESIDENT JIM E. CLAEYSSEN CALLED THE MEETING TO ORDER AT TIME 7:01PM AND LED THE PLEDGE OF ALLEGIANCE.

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

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| 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, Village Treasurer Karen Melloch, Public Works Director Chuck Freeman, Attorney Jim Stevens, Interim Chief of Police Larry “Mike” Neville 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 and Nancy Belt seconded. All “Aye”; none opposed. Motion carried by voice vote.

APPROVAL OF BOARD MINUTES: President Jim E. Claeysen entertained a motion to approve the April 14, 2014 “Special” Board minutes. David Schroeder moved to approve the April 14, 2014 “Special” Board minutes and JoAnn Hudson seconded. All “Aye”; none opposed. Motion carried by voice vote. President Jim E. Claeysen entertained a motion to approve the April 15, 2014 Board minutes. David Schroeder moved to approve the April 15, 2014 Board minutes and JoAnn Hudson seconded. All “Aye”; none opposed. Motion carried by voice vote.

CITIZENS VOICE: Presentation from the Cherry Valley Library District in regards to their Parking Lot Project. Eve Kirk, Director of the Cherry Valley Public Library, with the presence of the seven member Library Board of Trustees, are in attendance this evening. (The members are: Michael Holmes, Donna Riha, Joanne Sandman, Kristin Olson, Steven Furness, Susan McCabe and William Scarpaci). Ms. Kirk presented the Board with a handout titled “Brief Library History and Request for Waiver of Review Fees”. On behalf of the Library and the Board of Trustees, Ms. Kirk requested that the Village Trustees consider waiving the parking lot preconstruction and construction fees for the library parking lot expansion project, which will also include a storage garage. Village Administrator Jim Wise forwarded an invoice for \$1500 for fees. JoAnn Hudson asked what the fees were for and President Jim E. Claeysen responded that these were preconstruction/engineering fees. In projects such as this, the Village will pay the engineering firm (Hanson Professional Services) for the project reviews and then bill the library for these fees. Stephen Appell is in favor of waiving all fees. Sally Hollembeak concurred, as did Gary Maitland, Nancy Belt and JoAnn Hudson. Nancy Belt further noted that when the Fire Department did their expansion project,

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CITIZENS VOICE: (Continued).

the Village waived their fees. Sally Hollembeak noted that the Village receives money through sales tax revenue, whereas the library receives money through property taxes. Attorney Jim Stevens recommended that the village waive all associated fees in regards to this project. President Claeysen, with the consensus of the Board, sent this item to the May 5th ORDINANCE Committee meeting for further discussion.

TREASURER'S REPORT. No report.

PRESIDENT'S REPORT: JIM E. CLAEYSSEN.

1. Discussion and recap of the Village's 2014-2015 Fiscal Year Budget. President Jim E. Claeysen noted that the Board members have received a final copy of the 2014-2015 Fiscal Year Budget. He asked the members to review this copy and also asked if there were any questions. President Claeysen noted that Machesney Park has committed to \$25,000 per year for the next two years to the Rockford Park District Reclaiming First project and asked the Board to consider this when making their final decision for the Village's commitment. JoAnn Hudson is concerned that the budget is a little over what is coming in and asked if the Budget Director is likewise concerned. President Claeysen stated that the increases are largely due to salary contracts, and the additional Board Meetings we are budgeting for in the upcoming months. Treasurer Karen Melloch created a report to show the overages due to "carry over" projects. This report dating back to 2010 was given to the Board members earlier this week. This report confirms that the Village Board is spending much less than they are budgeting. Each item is presented to the Board for vote. President Claeysen noted that this is a flat budget, and the five year plan is very conservative. We are trying to build this Cash on Hand account going into 2016. Some of the road projects came in well under their estimated costs. The Board is asked to consider the fiscal year budget as it comes up for a vote later in the meeting.

2. Discussion and motion to approve the contract with Larson & Darby for Architectural Services in regards to the new Public Works Facility. President Jim E. Claeysen noted that the Board members have received a copy of the contract from Larson & Darby and added that Attorney Jim Stevens has reviewed the contract and recommended execution. The subcommittee has been working on this for the past few weeks. Attorney Stevens noted that there is an issue with "fast tracking" where material orders are placed ahead of time. This would get the job completed ahead of schedule. Dan Roszkowski from Larson & Darby relayed to President Claeysen that this project could be completed up to ten weeks ahead of schedule. Attorney Stevens also noted that there are few changes to the contract and an exhibit is not attached. Also, Larson & Darby made the deletions that the Village requested, except for 11.4. That will be done. JoAnn Hudson voiced her concern over the Inter-Governmental Agreement between Dr. Swanson, the Rockford Park District and the Village. President Claeysen explained that the concept drawings will need

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

to be approved by Dr. Swanson. Last December President Claeysen met with Tim Dimke (Rockford Park District) and Mr. Dimke gave a verbal agreement that, once Mr. Swanson approved the design engineering concept, the Park District would agree to amend the agreement. Trustee Hudson does not like the idea of a verbal agreement. Attorney Stevens noted that in order to move forward with the project, these are the steps that must be taken. Public Works Director Chuck Freeman and Treasurer Karen Melloch were involved in the conversations with the contract. Ms. Melloch asked Larson & Darby to work with the Village on payment schedules and they agreed to accommodate the Village. Nancy Belt asked about change orders. Attorney Stevens stated that there are two contact people for change orders: David Schroeder and Chuck Freeman. Changes will be discussed with the Committee and the Board.

President Claeysen entertained a motion to move forward with the contract. David Schroeder moved that the Village Board authorize President Jim E. Claeysen to sign the contract with Larson & Darby for architectural services for the Public Works Garage. Nancy Belt seconded. A Roll Call vote was taken:

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

Motion carried.

JoAnn Hudson asked President Claeysen to continue working on getting a signed memo from both Dr. Swanson and Tim Dimke that they would approve the amendment to the IGA upon approving the design of the new Public Works Building.

ATTORNEY'S REPORT: JAMES STEVENS. No report.

ENGINEER'S REPORT: DENNIS McMULLEN, C.E.S. President Jim E. Claeysen noted that he received correspondence from Mr. McMullen that he was not going to be in attendance this evening due to another meeting commitment. Mr. McMullen had nothing to report for tonight's meeting.

EX-OFFICIO'S REPORTS:

STEPHEN APPELL - PLANNING AND ZONING COMMISSION. Stephen Appell stated that the Planning and Zoning Committee met last week. There was one item on the agenda for a variance for property on Genoa Road. This will be moving to Planning and Development. A May Planning and Zoning meeting is yet to be determined.

DAVE SCHROEDER - RECREATION BOARD. David Schroeder stated that the Candy Scramble was Saturday. There was a fantastic turn out. The next event coming up is for the sandbox fill in May.

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ORDINANCE REPORT BY TRUSTEE: NANCY BELT.

1. Nancy Belt moved that the Village Board consider this the second and final reading of an Ordinance revising Ordinance Number 2013-13 Annual Budget for the Village of Cherry Valley, Illinois (the Transfer Ordinance). Sally Hollembeak seconded. All "Aye": none opposed. Motion carried by voice vote.

2. Nancy Belt moved that the Village Board pass and approve:
ORDINANCE 2014-6.

**"AN ORDINANCE REVISING ORDINANCE NUMBER 2013-13
ANNUAL BUDGET FOR THE VILLAGE OF CHERRY VALLEY, ILLINOIS".**

Sally Hollembeak seconded. A Roll Call vote was taken:

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

Motion carried.

3. Nancy Belt moved that the Village Board consider this the second and final reading of an Ordinance for the Annual Budget for Fiscal Year 2014-2015 for the Village of Cherry Valley, Illinois. Gary Maitland seconded. All "Aye"; none opposed. Motion carried by voice vote.

4. Nancy Belt moved that the Village Board pass and approve:
ORDINANCE 2014-7.

**"AN ORDINANCE FOR THE ANNUAL BUDGET FOR FISCAL YEAR 2014-2015
FOR THE VILLAGE OF CHERRY VALLEY, ILLINOIS".**

Gary Maitland seconded. A Roll Call vote was taken:

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

Motion carried.

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 an Electrical Aggregation Contract with Homefield Energy for the Village's Well houses and pumps for twenty four months. Stephen Appell seconded. A Roll Call vote was taken:

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

Motion carried.

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

2. David Schroeder moved that the Village Board authorize Rock River Energy Services, to prepare documents for the bidding process in regards to the Village's Residential Electrical Aggregation Program. Nancy Belt seconded. A Roll Call vote was taken:

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

Motion carried.

David Schroeder stated that PUBLIC WORKS passes.

PLANNING AND DEVELOPMENT REPORT BY TRUSTEE: STEPHEN APPELL.

PERSONNEL REPORT BY TRUSTEE: JOANN HUDSON. No report.

BOARD COMMENTS: President Jim E. Claeysen thanked the Board members, Department Heads and Staff for their efforts and consideration in finalizing the budget.

ADJOURNMENT: President Jim E. Claeysen entertained a motion to adjourn. Sally Hollembeak moved to adjourn at 7:44PM. 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 May 5, 2014.

**AGENDA
VILLAGE OF CHERRY VALLEY, IL
“SPECIAL”VILLAGE BOARD OF TRUSTEES MEETING
TUESDAY, APRIL 22, 2014
7:00 PM**

CALL THE MEETING TO ORDER: PRESIDENT JIM E. CLAEYSSEN

PLEDGE OF ALLEGIANCE:

ROLL CALL TAKEN BY: VILLAGE CLERK, DANA WARD

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| VILLAGE TRUSTEES: | STEPHEN APPELL | JOANN HUDSON |
| | NANCY BELT | GARY MAITLAND |
| | SALLY HOLLEMBEAK | DAVID SCHROEDER |

ADOPTION OF THE AGENDA:

APPROVAL OF THE SPECIAL BOARD MINUTES: APRIL 14, 2014

APPROVAL OF THE BOARD MINUTES: April 15, 2014.

CITIZENS VOICE: Presentation from the Cherry Valley Library District in regards to their Parking Lot Project.

TREASURER’S REPORT:

PRESIDENT’S REPORT: JIM E. CLAEYSSEN.

1. Discussion and recap of the Village’s 2014-2015 Fiscal Year Budget.
2. Discussion and motion to approve the contract with Larson & Darby for Architectural Services in regards to the new Public Works Facility.

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.

1. Motion that the Village Board consider this the second and final reading of an Ordinance revising Ordinance Number 2013-13 Annual Budget for the Village of Cherry Valley, Illinois (the Transfer Ordinance).
2. Motion that the Village Board pass and approve an Ordinance revising Ordinance Number 2013-13 Annual Budget for the Village of Cherry Valley, Illinois, Ordinance 2014-6.
3. Motion that the Village Board consider this the second and final reading of an Ordinance for the Annual Budget for Fiscal Year 2014-2015 for the Village of Cherry Valley, Illinois.
4. Motion that the Village Board pass and approve of an Ordinance for the Annual Budget for Fiscal Year 2014-2015 for the Village of Cherry Valley, Illinois, Ordinance 2014-7.

FINANCE REPORT BY TRUSTEE: GARY MAITLAND.

PUBLIC SAFETY REPORT BY TRUSTEE: SALLY HOLLEMBEAK.

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PUBLIC WORKS REPORT BY TRUSTEE: DAVID SCHROEDER.

1. Motion that the Village Board approve an Electrical Aggregation Contract with Homefield Energy for the Village’s Well houses and pumps.
2. Motion that the Village Board authorize Rock River Energy Services to prepare documents for the bidding process in regards to the Village’s Residential Electrical Aggregation Program.

PLANNING AND DEVELOPMENT REPORT BY TRUSTEE: STEPHEN APPELL.

PERSONNEL REPORT BY TRUSTEE: JOANN HUDSON.

EXECUTIVE SESSION:

BOARD COMMENTS:

**ADJOURNMENT:
JEC 4/17/14**