

**VILLAGE OF CHERRY VALLEY, IL
“SPECIAL” VILLAGE BOARD OF TRUSTEES MEETING
MONDAY, AUGUST 24, 2015**

THE VILLAGE BOARD OF TRUSTEES OF CHERRY VALLEY, ILLINOIS, WINNEBAGO AND BOONE COUNTIES, CONVENED IN “SPECIAL” SESSION ON THE 24th DAY OF AUGUST 24, 2015.

PRESIDENT JIM E. CLAEYSSSEN CALLED THE MEETING TO ORDER AT 7:34PM AND LED THE PLEDGE OF ALLEGIANCE.

A Roll Call was taken by Clerk Dana Ward.

STEPHEN APPELL	PRESENT	SALLY HOLLEMBEAK	PRESENT
NANCY BELT	PRESENT	GARY MAITLAND	PRESENT
JEFFREY FUSTIN	PRESENT	DAVID SCHROEDER	PRESENT

Also present: Village Clerk Dana Ward.

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

APPROVAL OF BOARD MINUTES: None.

CITIZENS VOICE: None.

TREASURER’S REPORT: No report.

PRESIDENT’S REPORT:

1. President Jim E. Claeysen entertained a motion to approve the Annual Financial Report. Trustee Maitland moved that the Village Board accept the Village of Cherry Valley, Illinois, Annual Financial Report for the Fiscal Year Ended April 30, 2015 and the Management Letter dated July 15, 2015 from Lauterbach & Amen, LLP, (Certified Public Accounts). Trustee Schroeder seconded. Trustee Belt stated that the auditing firm did a great job, but noted that some of the titles of companies were referred to differently, such as, the Illinois Downstate Police Pension was referred to as Police Pension. President Jim E. Claeysen added that Illinois Municipal Risk Management was referenced as IML. President Jim E. Claeysen stated that this was just the auditor’s way of referencing these agencies. The audit followed GASB standards. President Claeysen noted that Kathy Trimble, Administrative Assistant, will have the Annual Financial Report posted to the website tomorrow. Trustee Belt also noted that there was no reference to “Segregation of Duties”. President Jim E. Claeysen stated that the auditors found no concerns or issues in regards to “Segregation of Duties” or “Internal Controls”. A Roll Call vote was taken:

STEPHEN APPELL	AYE	SALLY HOLLEMBEAK	AYE
NANCY BELT	AYE	GARY MAITLAND	AYE
JEFF FUSTIN	AYE	DAVID SCHROEDER	AYE

Motion carried by a vote of 6 to 0.

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2. President Jim E. Claeysen entertained a motion to approve the Special Event Permit for Harley Davidson. The Police Department and Public Works Department have reviewed this application. A check has been received for the event. Trustee Maitland moved that the Village Board approve the Special Event Permit for the "Heroes Saving Heroes" Event benefiting the Greg Lindmark Foundation, to be held on September 13, 2015 at Kegel's Harley-Davidson, 7125 Harrison Ave., Rockford, Illinois. Trustee Hollembeak seconded. A Roll Call vote was taken:

STEPHEN APPELL	AYE	SALLY HOLLEMBEAK	AYE
NANCY BELT	AYE	GARY MAITLAND	AYE
JEFF FUSTIN	AYE	DAVID SCHROEDER	AYE

Motion carried by a vote of 6 to 0.

3. President Jim E. Claeysen entertained a motion to approve the Special Event Permit for the Girls Scouts. The Police Department and Public Works Department have reviewed this application. Trustee Belt moved that the Village Board approve the Special Event Permit for the Girl Scouts of Northern Illinois "Thin Mint Sprint" Event, and waives the application fee of \$100.00, to be held on September 19, 2015 at the Rockford Program Center for Boy Scouts and Girl Scouts, 7194 Van Diver Road, Cherry Valley, Illinois. Trustee Hollembeak seconded. A Roll Call vote was taken:

STEPHEN APPELL	AYE	SALLY HOLLEMBEAK	AYE
NANCY BELT	AYE	GARY MAITLAND	AYE
JEFF FUSTIN	AYE	DAVID SCHROEDER	AYE

Motion carried by a vote of 6 to 0.

4. Discussion and possible Village Board action regarding the possible creation of the Committee of the Whole. President Jim E. Claeysen noted that the members have received a document from Attorney Jim Stevens regarding the Committee of the Whole (C.O.W.) process. A C.O.W. meeting can be used for discussion for specific items such as the East State Street Streetscape Project, the village's barns, or the Employee Handbook Project. This type of meeting would be cost effective since it is considered a committee meeting, not a Village Board meeting. No approvals or final decision can be made at this type of meeting. Motions would need to be forwarded to the Village Board. Some of the concerns and comments referenced by the members were:

- All members would be allowed to speak, voicing opinions
- There could be more effective discussion between the members
- Lower cost, as this would be a committee meeting, not a Village Board meeting
- Topic matter could be specific, limiting meeting time
- Motions would be sent to the Village Board for action
- It would limit the use of "Special" Village Board meetings
- Doesn't increase benefits regarding terms of office for the elected officials.

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Trustee Belt is concerned with changing structure and records management. Trustee Belt is a member of the Municipal Clerks of Illinois (M.C.I) and contacted Keri-Lyn Krafthefer, an attorney from Ancel-Glink, regarding Trustees asking questions at the committee level, even though they do not sit on those committees. (Ancel-Glink is the legal representative for M.C.I.). Trustee Belt stated that Attorney Keri-Lyn Krafthefer informed her that Trustees can direct questions to the committee during the Public Comment portion of the meeting. Current structure of the committees was briefly discussed in relation to quorums. Trustee Appell is in favor of all standing committees to be C.O.W. Committees, such as each committee would be made up of (7) members instead of (3) members. President Jim E. Claeysen noted that there is a need for more legal guidance and will keep this item on future Village Board agendas. For the record, President Jim E. Claeysen asked Trustee Belt if there is any cost for her counsel with Ancel-Glink. Trustee Belt stated “No”; as a member of M.C.I. she has a right to ask questions to Ancel-Glink. Trustee Belt will pursue an opinion letter with Attorney Keri-Lyn Krafthefer, Ancel-Glink. President Jim E. Claeysen will follow up with Attorney Jim Stevens. Trustee Maitland asked if Attorney Stevens could discuss this with Attorney Keri-Lyn Krafthefer, and, that Attorney Keri-Lyn Krafthefer speak with the attorney from the Attorney General’s Office that issued the letter to the Village, Attorney Joshua Jones.

ATTORNEY’S REPORT: JAMES STEVENS. No report.

ENGINEER’S REPORT: No report.

EX-OFFICIO’S REPORTS:

STEPHEN APPELL - PLANNING AND ZONING COMMISSION. No report.

DAVE 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: JEFF FUSTIN. No report.

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

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

PERSONNEL REPORT BY TRUSTEE: SALLY HOLLEMBEAK. No report.

EXECUTIVE SESSION: None.

RECONVENE TO OPEN SESSION:

BOARD COMMENTS: None.

ADJOURNMENT: Seeing there is no further business, President Jim E. Claeysen entertained a motion to adjourn. Trustee Hollembeak moved to adjourn at 8:08PM. Trustee Belt seconded. All “Aye”; none opposed. Motion carried by voice vote.

Recorded by Dana Ward, Village Clerk.

Minutes reviewed by President Jim E. Claeysen on August 28 2015.

**AGENDA
VILLAGE OF CHERRY VALLEY, IL
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MONDAY AUGUST 24, 2015
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	SALLY HOLLEMBEAK
	NANCY BELT	GARY MAITLAND
	JEFF FUSTIN	DAVID SCHROEDER

ADOPTION OF THE AGENDA:

APPROVAL OF THE BOARD MINUTES:

PUBLIC COMMENT:

TREASURER’S REPORT:

PRESIDENT’S REPORT: JIM E. CLAEYSSEN.

1. Motion that the Village Board accept the Village of Cherry Valley Illinois Annual Financial Report for the Fiscal Year Ended April 30, 2015 and the Management Letter dated July 15, 2015 from Lauterbach & Amen, LLP (Certified Public Accounts).
2. Motion that the Village Board approve the Special Event Permit for the “Heroes Saving Heroes” Event benefiting the Greg Lindmark Foundation to be held on September 13, 2015 at Kegel’s Harley-Davidson, 7125 Harrison Ave. Rockford, Illinois.
3. Motion that the Village Board approve the Special Event Permit for the Girl Scouts of Northern Illinois “Thin Mint Sprint” Event to be held on September 19, 2015 at the Rockford Program Center for Boy Scouts and Girl Scouts, 7194 VanDiver Road, Cherry Valley Illinois.
4. Discussion and possible Village Board action regarding the possible creation of the Committee of the Whole.

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: JEFF FUSTIN.

PUBLIC WORKS REPORT BY TRUSTEE: DAVID SCHROEDER.

PLANNING AND DEVELOPMENT REPORT BY TRUSTEE: STEPHEN APPELL.

PERSONNEL REPORT BY TRUSTEE: SALLY HOLLEMBEAK.

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EXECUTIVE SESSION:

RECONVENE TO OPEN SESSION:

BOARD COMMENTS:

ADJOURNMENT:

JEC (8-20-15)