

VILLAGE OF CHERRY VALLEY, IL
VILLAGE BOARD OF TRUSTEES MEETING
TUESDAY, SEPTEMBER 15, 2015

THE VILLAGE BOARD OF TRUSTEES OF CHERRY VALLEY, ILLINOIS, WINNEBAGO AND BOONE COUNTIES, CONVENED IN REGULAR SESSION ON THE 15th DAY OF SEPTEMBER 2015.

PRESIDENT JIM E. CLAEYSSSEN CALLED THE MEETING TO ORDER AT 7:01PM 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
JEFF FUSTIN	PRESENT	DAVID SCHROEDER	ABSENT

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

ADOPT THE AGENDA: President Jim E. Claeysen entertained a motion to adopt the amended agenda. Trustee Belt moved to adopt the amended agenda. Trustee Appell seconded. Under *PRESIDENT'S REPORT* add item 4. *Shred Day and Canned Food Drive*. All "Aye"; none opposed. Motion carried by voice vote.

APPROVAL OF THE BOARD MINUTES: September 1, 2015. President Jim E. Claeysen entertained a motion to approve the Village Board Minutes for September 1, 2015. Trustee Appell moved to approve the minutes for September 1, 2015. Trustee Fustin seconded. All "Aye"; none opposed. Motion carried by voice vote.

PUBLIC COMMENT: None.

TREASURER'S REPORT: Monthly Finance Report by Treasurer Karen Melloch. President Jim E. Claeysen noted that the Trustees have received and reviewed a copy of this report. President Jim E. Claeysen entertained a motion to file the August 2015 Treasurer's Report as presented by Treasurer Karen Melloch. Trustee Maitland moved to place the August 2015 Treasurer's Report on file. Trustee Belt seconded. All "Aye"; none opposed. Motion carried by voice vote.

PRESIDENT'S REPORT: JIM E. CLAEYSSSEN.

1. Proclamation: U.S. Constitution Week. President Jim E. Claeysen read the Proclamation, CONSTITUTION WEEK September 17-23, 2015, to all present and entertained a motion to adopt said proclamation. Trustee Fustin moved to adopt the proclamation for CONSTITUTION WEEK, September 17-23, 2015. Trustee Hollembeak seconded. All "Aye"; none opposed. Motion carried by voice vote.
2. President Jim E. Claeysen entertained a motion to approve the appointment of Stacey Chester to the Village's Recreation Board. Trustee Appell moved that the Village Board approve the appointment of Stacey Chester to the Village's Recreation Board, effective September 15, 2015. Trustee Belt seconded. A Roll Call vote was taken:

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

Motion carried by a vote of 5 "AYE", 1 "ABSENT".

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3. President Jim E. Claeysen entertained a motion to approve the appointment of Tina Kitchen to the Village's Recreation Board. Trustee Appell moved that the Village Board approve the appointment of Tina Kitchen to the Village's Recreation Board, effective September 15, 2015. Trustee Hollembeak seconded. President Jim E. Claeysen noted that with these appointments, the RECREATION BOARD will be at its full membership of seven members. A Roll Call was taken:

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

Motion carried by a vote of 5 "AYE", 1 "ABSENT".

4. Shred Day and Canned Food Drive. President Jim E. Claeysen reported that the Village will be having its ninth annual Shred Day and Canned Food Drive on October 3, 2015 from 9:00AM until noon here at the Village Hall. Trustee Nancy Belt chairs this event with assistance from the Cherry Valley Area Men's Club. This event is sponsored by Alpine Bank.

ATTORNEY'S REPORT: JAMES STEVENS. Attorney Jim Stevens reported that there will be a "Joint Review Board Meeting" this Wednesday at 4:30PM at the Village of New Milford, Village Hall, (6771 11th Street, Rockford, IL 61109). There will be a joint meeting of the review board for the IJRL (Industrial Job Recovery Law) for the TIF District off Baxter Road. Representatives will be there from the Village of Cherry Valley, the Village of New Milford and Winnebago County. Attorney Aaron Szeto will conduct the meeting. Members of the board from Cherry Valley are President Jim E. Claeysen and public member William LeFevre, and the members from New Milford are President Timothy Owens and public member Lorraine Humphreys. This board meets annually.

ENGINEER'S REPORT: DENNIS McMULLEN. No report.

EX-OFFICIO'S REPORTS:

STEPHEN APPELL - PLANNING AND ZONING COMMISSION. Trustee Appell reported that the PLANNING AND ZONING COMMISSION meeting on September 16, 2015 has been cancelled. The petitioner is searching for alternative properties this time.

DAVE SCHROEDER - RECREATION BOARD. President Jim E. Claeysen is pleased to announce the additions of volunteer members to the RECREATION BOARD, Stacey Chester and Tina Kitchen, and welcomed both to the Village.

ORDINANCE REPORT BY TRUSTEE: NANCY BELT.

1. Trustee Belt moved that the Village Board consider this the second and final reading of "An ordinance amending the Code of Ordinances for Cherry Valley, Illinois, Chapter 18, Animals (cats)". Trustee Appell seconded. Chief Larry Neville spoke with Animal Control and indicated that if a citizen wanted to "live" trap cats, they can do so. The citizen would be responsible for the humane treatment of the animal until Animal Control can pick up the animal. If a citizen wants to sign a complaint against a neighbor for feeding a cat/stray, Animal Control will come out and cite the person feeding the animal. However, Animal Control will not come out and chase cats, trap cats or anything of the like.

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Trustee Appell noted that there is an ordinance that prohibits the trapping of cats. All "Aye"; none opposed. Motion carried by voice vote.

2. Trustee Belt moved that the Village Board pass and approve:
ORDINANCE 2015-16
"AN ORDINANCE AMENDING THE CODE OF ORDINANCES
FOR THE VILLAGE OF CHERRY VALLEY, ILLINOIS,
CHAPTER 18, ANIMALS (CATS)".

Trustee Fustin seconded. A Roll Call vote was taken:

STEPHEN APPELL	NO	SALLY HOLLEMBEAK	ABSTAIN
NANCY BELT	AYE	GARY MAITLAND	NAY
JEFF FUSTIN	AYE	DAVID SCHROEDER	ABSENT

The motion failed with a vote of 2 "AYE", 2 "NO/NAY", 1 "ABSTAIN", 1 "ABSENT".

3. Trustee Belt moved that the Village Board consider this the second and final reading of An Ordinance amending the Code of Ordinances of the Village of Cherry Valley, Chapter 22, Buildings and Building Regulations (regarding swimming pools). Trustee Appell seconded. All "Aye"; none opposed. Motion carried by voice vote.

4. Trustee Belt moved that the Village Board pass and approve:
ORDINANCE 2015-17
AN ORDINANCE AMENDING THE CODE OF ORDINANCES
FOR THE VILLAGE OF CHERRY VALLEY, ILLINOIS,
CHAPTER 22 BUILDINGS AND BUILDING REGULATIONS
ARTICLE VI. SWIMMING POOLS, SPAS AND HOT TUBS.

Trustee Appell seconded. A Roll Call vote was taken:

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

Motion carried by a vote of 4 "AYE", 1 "ABSTAIN", 1 "ABSENT".

5. Trustee Belt moved that the Village Board consider this the first reading of An Ordinance granting a variance under Section 82-55 to Sections 82-7(f)(2) and (3) of the Code of Ordinances for The Village of Cherry Valley, Illinois to allow a Four (4') Foot High Chain Link Fence (125 South Lawrence Street, Cherry Valley, Illinois). Trustee Hollembeak seconded. Trustees Appell, Belt, and Hollembeak voted "AYE", Trustee Fustin voted "NAY": Trustee Schroeder is "ABSENT". Motion carried by voice vote.

Trustee Belt stated that ORDINANCE passes.

FINANCE REPORT BY TRUSTEE: GARY MAITLAND.

1. Trustee Maitland moved that the Village Board authorize the payment of all bills reviewed by the Budget Director and reviewed and approved by the Finance Committee on September 8, 2015, in an amount of \$345,126.88. Trustee Appell seconded. A Roll Call vote was taken:

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

Motion carried by a vote of 5 “AYE”, 1 “ABSENT”.

2. Trustee Maitland moved that the Village Board authorize the payment of all additional bills, as reviewed by the Budget Director and reviewed and approved by the Finance Committee Members both on September 15, 2015, in an amount of \$17,975.90. Trustee Appell seconded. A Roll Call vote was taken:

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

Motion carried by a vote of 5 “AYE”, 1 “ABSENT”.

3. Trustee Maitland moved to authorize the payment for the Village’s 2015 “Reclaiming First Project” contribution, in the amount of \$10,000.00, from line item 5085 Administration - Community Welfare and Development. President Jim E. Claeysen gave a brief synopsis, stating that the Village would not commit to a long term obligation and that this would be considered on a yearly basis when doing the yearly budget. Also, there is an error in the latest Regional Tourism Facility Board Report; it states that the Village made a \$50,000.00 contribution. President Jim E. Claeysen has informed the Rockford Park District of this error. Both Trustee Fustin and Belt are concerned with the Village’s contribution to this fund. President Jim E. Claeysen interjected that the Village receives a secondary/monetary payback, in that the Village has the largest mall in the area, and many of these sport visitors patronize our village businesses. Trustee Appell seconded. A Roll Call vote was taken:

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

Motion carried by a vote of 4 “AYE”, 1 “NAY”, 1 “ABSENT”.

4. Trustee Maitland moved to adopt the “Fund Balance Reserve Policy” prepared by the Village President and Village Treasurer. Trustee Fustin seconded. President Jim E. Claeysen noted that he did not receive any requests to change any language in this document from the members and asked if there were any considerations at this time. Trustee Appell would like to see a higher percentage, like 35%, and would like to see some statement changes, such as, from “we will..” to “we may...”. Discussion ensued regarding percentages and language.

Trustee Maitland moved to amend the Reserve Policies, to change “25%” in all areas of the document to “35%”, and to amend the language in the General Fund paragraph, #2 to “a plan may be developed...” instead of “a plan will be developed...” In the Capital Improvements Fund paragraph, #2 change “plans will be adjusted...” to “plans may be adjusted”... Trustee Belt seconded. Attorney Jim Stevens asked if any one looked into the difference between the terms, “policy” and “guideline”.

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President Jim E. Claeysen stated that setting a reserve policy was recommended by the auditors. Treasurer Karen Melloch interjected that in the management letter, this is part of the GASB requirement to have a reserve policy. Much discussion ensued.

Since there is more discussion needed regarding the reserve policy, Trustee Hollembeak moved to table the passage of the reserve policy until the next regularly scheduled Village Board meeting. Trustee Belt seconded. Both motions will come back to the Village Board for consideration. (1. Motion to adopt the Reserve Policies, and, 2. Motion to adopt the Reserve Policies, with changes). A Roll Call was taken:

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

Motion carried by a vote of 5 "AYE", 1 "ABSENT".

Trustee Maitland stated that FINANCE passes.

PUBLIC SAFETY REPORT BY TRUSTEE: JEFF FUSTIN.

1. Trustee Fustin moved that the Village Board authorize Officer Nyman to attend the IATAI (Illinois Association of Technical Accident Investigators) Training Conference in East Peoria, Illinois, from September 15 - September 18, 2015 at a cost of \$150.00, line item 5195 Police - Training, and, \$619.60, line item 5200 Police - Travel, for a total cost of \$769.60. Trustee Appell seconded. A Roll Call vote was taken:

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

Motion carried by a vote of 5 "AYE", 1 "ABSENT".

Trustee Fustin stated that PUBLIC SAFETY passes.

PUBLIC WORKS REPORT BY TRUSTEE: DAVID SCHROEDER.

Chairman David Schroeder is unable to attend tonight's meeting. Therefore, Trustee Stephen Appell will be reporting for PUBLIC WORKS.

1. Trustee Appell moved that the Village Board approve hiring Carpetland USA of Rockford, Illinois, to install new carpet flooring on the Administration side of the Village Hall at a cost of \$9,325.00, line item 5120 - Building and Grounds. Trustee Belt seconded. A Roll Call vote was taken:

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

Motion carried by a vote of 5 "AYE", 1 "ABSENT".

2. Trustee Appell moved that the Village Board waive the rules regarding bidding procedures for the purchase of a State-Bid Ford F-250 from L&S Truck Center. 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	ABSENT

Motion carried by a vote of 5 "AYE", 1 "ABSENT".

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3. Trustee Appell moved that the Village Board purchase a new 2016 Ford F-250 pickup truck (per Illinois State Bid Contract) from L&S Truck Center, in the amount of \$33,377.00, line item 5420 - Capital Improvements. Trustee Fustin seconded. A Roll Call vote was taken:

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

Motion carried by a vote of 5 "AYE", 1 "ABSENT".

4. Trustee Appell moved that the Village Board authorize the trade-in of the Public Works 2008 Sterling Bullet one-ton truck, in the amount of \$23,655.00, towards the purchase of the new 2016 Ford F-450, being purchased from L&S Truck Center at a cost of \$75,011.00, for a net total cost of \$51,356.00, line item 5420 - Capital Improvements. Trustee Fustin seconded. A Roll Call vote was taken:

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

Motion carried by a vote of 5 "AYE", 1 "ABSENT".

Trustee Appell stated that PUBLIC WORKS passes.

PLANNING AND DEVELOPMENT REPORT BY TRUSTEE: STEPHEN APPELL.

1. Trustee Appell moved that the Village Board approves "An Intergovernmental Agreement with Winnebago County regarding the Mulford Road/Baxter Road Improvement Project". Trustee Belt seconded. A Roll Call vote was taken:

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

Motion carried by a vote of 5 "AYE", 1 "ABSENT".

Trustee Appell stated that PLANNING AND DEVELOPMENT passes.

PERSONNEL REPORT BY TRUSTEE: SALLY HOLLEMBEAK. No report.

EXECUTIVE SESSION. None.

RECONVENE TO OPEN SESSION.

BOARD COMMENTS: Employee Recognition Ceremony. President Jim E. Claeysen thanked each recipient for their years of service, then read their plaques and presented them to each of the employees.

- | | |
|---------------------------------------|--------------------------|
| • Officer Randall Paul | Ten years of Service |
| • Public Works Director Chuck Freeman | Fifteen years of Service |
| • Chief of Police Mike Neville | Twenty years of Service |

ADJOURNMENT: President Jim E. Claeysen entertained a motion to adjourn. Trustee Hollembeak moved to adjourn at 7:47PM. Trustee Appell seconded. All "Aye"; none opposed. Motion carried by voice vote.

Recorded by Dana Ward, Village Clerk.

Minutes reviewed by President Jim E. Claeysen on September 29, 2015.

**AGENDA
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7:00 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: September 1, 2015.

PUBLIC COMMENT:

TREASURER'S REPORT: August 2015 Report by Treasurer Karen Melloch.

PRESIDENT'S REPORT: JIM E. CLAEYSSEN.

1. Proclamation: U.S. Constitution Week.
2. Motion that the Village Board approve the appointment of Stacey Chester to the village's Recreation Board, effective September 15, 2015.
3. Motion that the Village Board approve the appointment of Tina Kitchen to the village's Recreation Board, effective September 15, 2015.

ATTORNEY'S REPORT: JAMES STEVENS. - Joint Review Board Meeting Wednesday September 16, 2015.

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 amending the village's Code of Ordinances, Chapter 18, Section 18-3, Section 18-6, Section 18-43 and Section 18-44 Animals (regarding cats).
2. Motion that the Village Board approve AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR THE VILLAGE OF CHERRY VALLEY, ILLINOIS CHAPTER 18 ANIMALS (CATS). Ordinance # 2015-16.
3. Motion that the Village Board consider this the second and final reading of an ordinance amending the village's Code of Ordinances, Chapter 22, Buildings and Building Regulations (regarding swimming pools).
4. Motion that the Village Board approve AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR THE VILLAGE OF CHERRY VALLEY, ILLINOIS CHAPTER 22 BUILDINGS AND BUILDING REGULATIONS ARTICLE VI. SWIMMING POOLS, SPAS AND HOT TUBS. Ordinance # 2015 -17.
5. Motion that the Village Board consider this the first reading of an ordinance granting a variance under Section 82-55 to Sections 82-7(f)(2) and (3) of the Code of Ordinances for The Village of Cherry Valley, Illinois to allow a Four (4') Foot High Chain Link Fence (125 South Lawrence Street, Cherry Valley, Illinois).

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7:00 PM**

FINANCE REPORT BY TRUSTEE: GARY MAITLAND.

1. Motion that the Village Board authorize the payment of all bills reviewed by the Budget Director and reviewed and approved by the Finance Committee on September 8, 2015 in an amount of \$345,126.88.
2. Motion that the Village Board authorize the payment of all additional bills as reviewed by the Budget Director on September 15, 2015 and reviewed and approved by the Finance Committee Members on September 15, 2015.
3. Village Board discussion and possible Village Board action regarding a 2015 contribution to the "Reclaiming First" Project.
4. Village Board discussion and possible Village Board action regarding establishing a Fund Balance Reserve Policy.

PUBLIC SAFETY REPORT BY TRUSTEE: JEFF FUSTIN.

1. Motion that the Village Board authorize Officer Nyman to attend the IATAI (Illinois Association of Technical Accident Investigators) Training Conference in East Peoria, Illinois, from September 15 - September 18, 2015 at a cost of \$150.00 from line item 5195 P (training) and \$619.60 from line item 5200 P (travel) for a total cost of \$769.60.

PUBLIC WORKS REPORT BY TRUSTEE: DAVID SCHROEDER.

1. Motion that the Village Board approve hiring Carpetland USA of Rockford, Illinois to install new carpet flooring on the Administration side of the Village Hall at a cost of \$9,325.00 from line item 5120 B&G.
2. Motion that the Village Board waive the rules regarding bidding procedures for the purchase of a State-Bid Ford F-250 from L&S Truck Center.
3. Motion that the Village Board purchase a new 2016 Ford F-250 pickup truck (per Illinois State Bid Contract) from L&S Truck Center in the amount of \$33,377.00 from line item 5420 Capital Improvements.
4. Motion that the Village Board authorize the trade-in of Public Works 2008 Sterling Bullet one-ton truck in the amount of \$23,655.00 towards the purchase of the new 2016 F-450 being purchased from L&S Truck Center at a cost of \$75,011.00 for a net total cost of \$51,356.00 from line item 5420 Capital Improvements.

PLANNING AND DEVELOPMENT REPORT BY TRUSTEE: STEPHEN APPELL.

1. Motion that the Village Board approve An Intergovernmental Agreement with Winnebago County regarding the Mulford Road / Baxter Road Improvement Project.

PERSONNEL REPORT BY TRUSTEE: SALLY HOLLEMBEAK.

EXECUTIVE SESSION:

RECONVENE TO OPEN SESSION:

BOARD COMMENTS: Employee Recognition Ceremony

- | | |
|---------------------------------------|--------------------------|
| • Officer Randall Paul | Ten years of Service |
| • Public Works Director Chuck Freeman | Fifteen years of Service |
| • Chief of Police Mike Neville | Twenty years of Service |

ADJOURNMENT:

JEC (9-11-15)