

**VILLAGE OF CHERRY VALLEY  
VILLAGE BOARD OF TRUSTEES MEETING  
TUESDAY, DECEMBER 15, 2015**

THE VILLAGE BOARD OF TRUSTEES OF CHERRY VALLEY, ILLINOIS, WINNEBAGO AND BOONE COUNTIES, CONVENED IN REGULAR SESSION ON THE 15th DAY OF DECEMBER 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 Deputy Clerk Kathy Trimble.

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

Also present: Treasurer Karen Melloch, Chief of Police Larry Neville, Attorney James Stevens, Dennis McMullen, C.E.S. Inc., Chris Cooper, Hanson Profession Services Inc. and Deputy Village Clerk Kathy Trimble.

**ADOPT THE AGENDA:** President Jim E. Claeysen entertained a motion to adopt the agenda with the following corrections:

1. Deputy Village Clerk Kathy Trimble will be taking the minutes tonight in the absence of Village Clerk Dana Ward.
2. Under Ordinance number 3- Motion that the Village Board consider this the first reading of “An Ordinance Transferring a Portion of Chapter 2 Bidding Procedures Section 2-561 through 2-564 to Chapter 58 Article IV Bidding Procedures Section 58-182 through Section 58-185 of the Code of Ordinances for the Village of Cherry Valley, Illinois”. It should read: Motion that the Village Board consider this the first reading of “An Ordinance Transferring a Portion of Chapter 2 Bidding Procedures Section 2-561 through 2-565 to Chapter 58 Article IV Bidding Procedures Section 58-182 through Section 58-186 of the Code of Ordinances for the Village of Cherry Valley, Illinois”.

Trustee Schroeder moved to adopt the amended agenda. Trustee Appell seconded. All “Aye”; none opposed. Motion carried by voice vote.

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

**PUBLIC COMMENT:** None.

**TREASURER’S REPORT:**

President Claeysen entertained a motion to place the November 2015 Report on file. Trustee Maitland made the motion to place the November 2015 Treasurer’s Report on file. Trustee Appell seconded. All “Aye”; none opposed. Motion carried by voice vote. Treasurer Karen Melloch stated that the Village has finally received payments from the State for five months of Video Gaming receipts, three months of Motor Fuel tax receipts and three months of State Use tax receipts.

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**PRESIDENT'S REPORT: JIM E. CLAEYSSEN.**

1. President Jim E. Claeysen entertained a motion that the Village Board authorize Village President Jim E. Claeysen to sign Contract Modification #3 with Hanson Professional Services Inc. for the Phase 1 Archaeological Reconnaissance Survey for the North East Water Main Project, required by the Illinois Historical Preservation Agency, at a cost of \$3,700.00 from line item 5095 Water. Trustee Belt moved to authorize Village President to sign Contract Modification #3 with Hanson Professional Services Inc. for the Phase 1 Archaeological Reconnaissance Survey for the North East Water Main Project, required by the Illinois Historical Preservation Agency. Trustee Schroeder seconded. A Roll Call 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 -0.

2. Project Engineering Review Update - Cherry Valley Public Library District. President Claeysen stated that the Cherry Valley Library District Project has been completed and the Village contributed \$4,072.92 to this project in engineering fees.

3. President Claeysen entertained a motion that the Village Board approve Mr. Dennis Alexander to a two-year appointment to the Village of Cherry Valley Police Pension Board, effective December 16, 2015. Trustee Appell moved that the Village Board approve Mr. Dennis Alexander to a two-year appointment to the Village of Cherry Valley Police Pension Board, effective December 16, 2015. Trustee Belt seconded. A Roll Call 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 -0.

**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.

**DAVE SCHROEDER - RECREATION BOARD.** Trustee Schroeder stated the Special Recreation Board meeting will be held Wednesday, December 16 at 7:00 PM. The Holiday Light Display Nominees will be voted on and the winners announced. Everyone is invited to attend the meeting.

**ORDINANCE REPORT BY TRUSTEE: NANCY BELT.**

1. Trustee Belt moved that the Village Board waive the rules for the first reading and consider this the second and final reading of "An Ordinance Amending the Code of Ordinances for the Village of Cherry Valley, Illinois (Budget Director) Section 2-321 And Section 2-323". Trustee Hollembeak seconded. All "Aye: None opposed. Motion carried.

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2. Trustee Belt moved that the Village Board pass and approve Ordinance #2015-22; “An Ordinance Amending the Code of Ordinances for the Village of Cherry Valley, Illinois (Budget Director) Section 2-321 And Section 2-323”. Trustee Hollembeak seconded. Roll Call 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 6-0.

3. Trustee Belt moved that the Village Board consider this the first reading of “An Ordinance Transferring a Portion of Chapter 2 Bidding Procedures Section 2-561 through 2-565 to Chapter 58 Article IV Bidding Procedures Section 58-182 through Section 58-186 of the Code of Ordinances for the Village of Cherry Valley, Illinois”. Trustee Hollembeak seconded. All “Aye: None opposed. Motion carried.
4. Trustee Belt moved that the Village Board consider this the first reading of “An Ordinance Amending the Code of Ordinances for the Village of Cherry Valley, Illinois Deleting Chapter 2, Article VII, Annexation, Section 2-601 through Section 2-605 and transferring them to Chapter 50, Article V, Annexation. Sections 50-227 through 50-231”. Trustee Schroeder seconded. All “Aye”: None opposed. Motion carried.
5. Trustee Belt moved that the Village Board waive the rules for the first reading and consider this the second and final reading of “An Ordinance Authorizing the Sale of Municipal Property, 1990 Miller Trailer”. Trustee Hollembeak seconded. All “Aye: None opposed. Motion carried.

6. Trustee Belt moved that the Village Board pass and approve Ordinance #2015-23; “An Ordinance Authorizing the Sale of Municipal Property, 1990 Miller Trailer”. Trustee Hollembeak seconded. Roll Call 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 6-0.

7. Trustee Belt moved that the Village Board waive the rules for the first reading and consider this the second and final reading of “An Ordinance Granting a Special Use Permit under Section 82-54(c)(4) of the Code of Ordinances for the Village of Cherry Valley, Illinois to Section 82-234(a) to Allow Internet Sales of Automobiles Subject to Conditions, 1600 South Bell School Road Alvarez Property”. Trustee Hollembeak seconded. All “Aye: None opposed. Motion carried.

8. Trustee Belt moved that the Village Board pass and approve Ordinance #2015-24; “An Ordinance Granting a Special Use Permit under Section 82-54(c)(4) of the Code of Ordinances for the Village of Cherry Valley, Illinois to Section 82-234(a) to Allow Internet Sales of Automobiles Subject to Conditions, 1600 South Bell School Road Alvarez Property”. Trustee Hollembeak seconded. Roll Call 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 6-0.

Trustee Belt stated Ordinance passes.

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**FINANCE REPORT BY TRUSTEE: GARY MAITLAND.**

1. Trustee Maitland moved that the Village Board authorize the payment of bills reviewed by the Budget Director on December 8, 2015 and reviewed and approved by the Finance Committee on December 8, 2015 in an amount of \$126,638.39. Trustee Appell seconded. A Roll Call 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 -0.

2. Trustee Maitland moved that the Village Board authorize the payment of additional bills reviewed by the Budget Director and reviewed and approved by the Finance Committee Members on December 15, 2015 in an amount of \$309,275.34. Trustee Appell seconded. Trustee Maitland stated that out of the \$309,275.34, \$281,538.91 was from Capital Improvements, which included the final payment of \$279,060 to Cord Construction. President Claeysen commended Public Works Director Chuck Freeman, Dennis McMullen of C.E.S. Inc. and Village Staff for all their roles in helping with the New Public Works Facility. Roll Call 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 6-0.

3. Trustee Maitland moved that the Village Board approve Village Clerk Dana Ward's request to attend the Municipal Clerks of Illinois (MCI) Winter Training Seminar in Bloomington, Illinois January 28-29, 2016 at a cost not to exceed \$325.20 (from line item 5200 Admin Travel \$280.20 and line item 5195 Admin Training \$45.00). Trustee Appell seconded. Roll Call 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 6-0.

4. Trustee Maitland moved that the Village Board approve the debt service payment, to be paid by at least the last business day of 2015, in the amount of \$4,850.00 for interest and \$250,000.00 for principal, for a total of \$254,850.00 to Amalgamated Bank of Chicago for the Series 2012 Water Fund Bond from line item 5295 and 5337 in the 2012 Bond Fund. Trustee Appell seconded. Roll Call 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 6-0.

**VILLAGE OF CHERRY VALLEY  
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5. Trustee Maitland moved that the Village Board approve the debt service payment, to be paid by at least the last business day of 2015, in the amount of \$5,510.00 for interest and \$290,000.00 for principal, for a total of \$295,510.00 to Amalgamated Bank of Chicago for the Series 2005B Bond from line item 5295 and 5337 in the 2005B Bond Fund. Trustee Belt seconded. This is the last payment for the 2005B Bond. The original Bond was for approximately 3 Million Dollars for the construction of Village Hall. Roll Call 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 6-0.

6. Trustee Maitland moved that the Village Board reimburse Rock 39, LLC of Lincolnshire, Illinois \$3,089.53 for the remaining retainer in regards to developer review fees for the Fed EX - Baxter Road Project from line item 5285 Administration. (This project is completed per Hanson Professional Services Inc.). Trustee Appell seconded. Roll Call 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 6-0.

Trustee Maitland stated that FINANCE passes.

**PUBLIC SAFETY REPORT BY TRUSTEE: JEFF FUSTIN.**

1. Trustee Fustin moved that the Village Board authorize Chief Neville to convert to the Winnebago County Records Management System for reports and evidence at a cost not to exceed \$45,100.00, pending Village Attorney's review of the contract, from line item 5375 Equipment under Capital Improvements. (This system will replace our current report writing and evidence tracking systems). Trustee Schroeder seconded. A Roll Call 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 6-0

2. Trustee Fustin moved that the Village Board authorize Chief Neville to proceed with the process to convert the Cherry Valley Police Department from recognition to accreditation through The Commission on Accreditation for Law Enforcement Agencies (CALEA), at a cost of \$4,820.00 from line item 5170 Police. Trustee Belt seconded. A Roll Call 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 6-0.

Trustee Fustin stated that PUBLIC SAFETY passes.

**VILLAGE OF CHERRY VALLEY  
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**PUBLIC WORKS REPORT BY: DAVID SCHROEDER**

1. Trustee Schroeder moved that the Village Board approve hiring Mr. Larry Gray and Mr. George Freeman, Jr. as part-time snowplow drivers for the 2015-2016 Winter Season, at a maximum of 100 hours total, at an hourly rate of \$20.00 per hour, effective December 16, 2015. Trustee Fustin seconded. A Roll Call 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 6-0.

Trustee Schroeder stated that PUBLIC WORKS passes.

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

**PERSONNEL REPORT BY TRUSTEE: SALLY HOLLEMBEAK.** No report.

**EXECUTIVE SESSION:** President Jim E. Claeysen entertained a motion to go into Closed Session. Trustee Hollembeak moved to go into Executive Session at 7:26PM under **5 ILCS 2 (c)(5)** The purchase or lease of real property for the use of the public body.

Trustee Belt seconded. A Roll Call 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 6-0.

**RECONVENE TO OPEN SESSION:** President Jim E. Claeysen reconvened into Open Session at 7:44 PM and called the meeting to order. A Roll Call was taken by Deputy Clerk Kathy Trimble.

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

Also present: Attorney James Stevens, Treasurer Karen Melloch, Public Works Director Chuck Freeman and Deputy Village Clerk Kathy Trimble.

**BOARD COMMENTS:** None.

**ADJOURNMENT:** President Jim E. Claeysen entertained a motion to adjourn. Trustee Hollembeak moved to adjourn at 7:45 PM. Trustee Appell seconded. All "Aye"; none opposed. Motion carried by voice vote.

Recorded by Kathy Trimble, Deputy Village Clerk.

Minutes reviewed by President Jim E. Claeysen on December 23, 2015.

(Minutes corrected on January 7, 2016)

**AGENDA  
VILLAGE OF CHERRY VALLEY, IL  
VILLAGE BOARD OF TRUSTEES MEETING  
TUESDAY DECEMBER 15, 2015  
7:00 PM**

**CALL THE MEETING TO ORDER: PRESIDENT JIM E. CLAEYSSEN**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL TAKEN BY: VILLAGE CLERK DANA WARD**

<b>VILLAGE TRUSTEES:</b>	STEPHEN APPELL	SALLY HOLLEMBEAK
	NANCY BELT	GARY MAITLAND
	JEFF FUSTIN	DAVID SCHROEDER

**ADOPTION OF THE AGENDA:**

**APPROVAL OF THE BOARD MINUTES:** December 1, 2015

**PUBLIC COMMENT:**

**TREASURER'S REPORT:** November 2015 Report/Revenue Update by Treasurer Karen Melloch

**PRESIDENT'S REPORT: JIM E. CLAEYSSEN**

1. Motion that the Village Board authorize Village President Jim E. Claeysen to sign Contract Modification #3 with Hanson Professional Services Inc. for the Phase 1 Archaeological Reconnaissance Survey for the North East Water Main Project, required by the Illinois Historical Preservation Agency, at a cost of \$3,700.00 from line item 5095 Water.
2. Project Engineering Review Update - Cherry Valley Public Library District.
3. Motion that the Village Board approve Mr. Dennis Alexander to a two-year appointment to the Village of Cherry Valley Police Pension Board, effective December 16, 2015.

**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 waive the rules for the first reading and consider this the second and final reading of "An Ordinance Amending the Code of Ordinances for the Village of Cherry Valley, Illinois (Budget Director) Section 2-321 And Section 2-323".
2. Motion that the Village Board pass and approve Ordinance #2015-22; "An Ordinance Amending the Code of Ordinances for the Village of Cherry Valley, Illinois (Budget Director) Section 2-321 And Section 2-323".
3. Motion that the Village Board consider this the first reading of "An Ordinance Transferring a Portion of Chapter 2 Bidding Procedures Section 2-561 through 2-564 to Chapter 58 Article IV Bidding Procedures Section 58-182 through Section 58-185 of the Code of Ordinances for the Village of Cherry Valley, Illinois".
4. Motion that the Village Board consider this the first reading of "An Ordinance Amending the Code of Ordinances for the Village of Cherry Valley, Illinois Deleting Chapter 2, Article VII, Annexation, Section 2-601 through Section 2-605 and transferring them to Chapter 50, Article V, Annexation. Sections 50-227 through 50-231".

**AGENDA**  
**VILLAGE OF CHERRY VALLEY, IL**  
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**7:00 PM**

**ORDINANCE REPORT (CONT.)**

5. Motion that the Village Board waive the rules for the first reading and consider this the second and final reading of “An Ordinance Authorizing the Sale of Municipal Property”.
6. Motion that the Village Board pass and approve Ordinance #2015-23; “An Ordinance Authorizing the Sale of Municipal Property”.
7. Motion that the Village Board waive the rules for the first reading and consider this the second and final reading of “An Ordinance Granting a Special Use Permit under Section 82-54(c)(4) of the Code of Ordinances for the Village of Cherry Valley, Illinois to Section 82-234(a) to Allow Internet Sales of Automobiles Subject to Conditions”.
8. Motion that the Village Board pass and approve Ordinance #2015-24; “An Ordinance Granting a Special Use Permit under Section 82-54(c)(4) of the Code of Ordinances for the Village of Cherry Valley, Illinois to Section 82-234(a) to Allow Internet Sales of Automobiles Subject to Conditions”.

**FINANCE REPORT BY TRUSTEE: GARY MAITLAND.**

1. Motion that the Village Board authorize the payment of bills reviewed by the Budget Director on December 8, 2015 and reviewed and approved by the Finance Committee on December 8, 2015 in an amount of \$126,638.39.
2. Motion that the Village Board authorize the payment of additional bills reviewed by the Budget Director and reviewed and approved by the Finance Committee Members on December 15, 2015.
3. Motion that the Village Board approve Village Clerk Dana Ward’s request to attend the Municipal Clerks of Illinois (MCI) Winter Training Seminar in Bloomington, Illinois January 28-29, 2016 at a cost not to exceed \$325.20 (from line item 5200 Admin Travel \$280.20 and line item 5195 Admin Training \$45.00).
4. Motion that the Village Board approve the debt service payment, to be paid by at least the last business day of 2015, in the amount of \$4,850.00 for interest and \$250,000.00 for principal, for a total of \$254,850.00 to Amalgamated Bank of Chicago for the Series 2012 Water Fund Bond from line item 5295 and 5337 in the 2012 Bond Fund.
5. Motion that the Village Board approve the debt service payment, to be paid by at least the last business day of 2015, in the amount of \$5,510.00 for interest and \$290,000.00 for principal, for a total of \$295,510.00 to Amalgamated Bank of Chicago for the Series 2005B Bond from line item 5295 and 5337 in the 2005B Bond Fund.
6. Motion that the Village Board reimburse Rock 39, LLC of Lincolnshire, Illinois \$3,089.53 for the remaining retainer in regards to developer review fees for the Fed EX - Baxter Road Project from line item 5285 Administration. (This project is completed per Hanson Professional Services Inc.).

**PUBLIC SAFETY REPORT BY TRUSTEE: JEFF FUSTIN.**

3. Motion that the Village Board authorize Chief Neville to convert to the Winnebago County Records Management System for reports and evidence at a cost not to exceed \$45,100.00, pending Village Attorney’s review of the contract, from line item 5375 Equipment under Capital Improvements. (This system will replace our current report writing and evidence tracking systems).

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7:00 PM**

**PUBLIC SAFETY REPORT (CONT.)**

4. Motion that the Village Board authorize Chief Neville to proceed with the process to convert the Cherry Valley Police Department from recognition to accreditation through The Commission on Accreditation for Law Enforcement Agencies (CALEA), at a cost of \$4,820.00 from line item 5170 Police.

**PUBLIC WORKS REPORT BY TRUSTEE: DAVID SCHROEDER.**

1. Motion that the Village Board approve hiring Mr. Larry Gray and Mr. George Freeman, Jr. as part-time snowplow drivers for the 2015-2016 Winter Season, at a maximum of 100 hours total, at an hourly rate of \$20.00 per hour, effective December 16, 2015.

**PLANNING AND DEVELOPMENT REPORT BY TRUSTEE: STEPHEN APPELL.**

**PERSONNEL REPORT BY TRUSTEE: SALLY HOLLEMBEAK.**

**EXECUTIVE SESSION:**

- 5 ILCS 2 (c)(5)      The purchase or lease of real property for the use of the public body.

**RECONVENE TO OPEN SESSION:**

**BOARD COMMENTS:**

**ADJOURNMENT:**

**JEC (12-11-15)**