

VILLAGE OF CHERRY VALLEY, IL  
VILLAGE BOARD OF TRUSTEES MEETING  
TUESDAY, APRIL 5, 2016 (corrected 4/20/16)

THE VILLAGE BOARD OF TRUSTEES OF CHERRY VALLEY, ILLINOIS, WINNEBAGO AND BOONE COUNTIES, CONVENE IN REGULAR SESSION ON THE 5th DAY OF APRIL, 2016.

PRESIDENT JIM E. CLAEYSSSEN CALLED THE MEETING TO ORDER AT 7:02PM AND LED THE PLEDGE OF ALLEGIANCE.

A Roll Call was taken by Clerk Dana Ward.

STEPHEN APPELL	ABSENT	SALLY HOLLEMBEAK	ABSENT
NANCY BELT	ABSENT	GARY MAITLAND	PRESENT
JEFF FUSTIN	PRESENT	DAVID SCHROEDER	PRESENT
PRESIDENT JIM E. CLAEYSSSEN		PRESENT	

Also present: Treasurer Karen Melloch, Public Works Director Chuck Freeman, Chief of Police Larry Neville, Attorneys Roxanne Sosnowski and Darron Burke, 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 Schroeder moved to adopt the amended agenda. Trustee Fustin seconded. President Jim E. Claeysen noted to delete, under *ORDINANCE REPORT*, item 1. *Motion that the Village Board consider this the second and final reading of An Ordinance Amending the Code of Ordinances for the Village of Cherry Valley, Illinois Chapter 82: Zoning, Article VIII, Building Composition Restrictions, Section 82-482 Communication Antenna Support Structure Regulations.* This will be going to the PLANNING AND ZONING COMMISSION in May for review. Renumber the remaining items accordingly. Under *PUBLIC WORKS* item 2. *“An Illinois Department of Transportation Resolution for Maintenance of Streets and Highways by Municipality under the Illinois Highway Code for the use of Motor Fuel Tax (MFT) Funds”* will be RESOLUTION 2016-05. Under *ORDINANCE REPORT*, Trustee Gary Maitland will report for Trustee Nancy Belt. President Jim E. Claeysen voted “AYE”. Motion carried by voice vote.

**APPROVAL OF THE BOARD MINUTES:** None.

**PUBLIC COMMENT:** None.

**TREASURER’S REPORT:** March 2016 Report by Treasurer Karen Melloch. Treasurer Karen Melloch presented the members with copies of the March Report and noted that in the General Fund revenues exceeded expenses by \$119,000.00. Expenditures of \$350,000.00 were mainly for salaries, benefits and legal services. In the Water Fund, expenditures exceeded revenues by \$15,000.00; Expenditures were mainly for salaries, benefits, bond transfers and the purchase of water meters (\$15,000.00). In the Capital Improvements Fund, revenues exceeded expenses by \$320,000.00. The only expense this month was for engineering fees for the Streetscape Project. President Jim E. Claeysen entertained a motion to place on file the March 2016 Treasurer’s Report as presented by Treasurer Karen Melloch. Trustee Maitland moved to place the March 2016 Treasurer’s Report on file. Trustee Fustin seconded. President Jim E. Claeysen voted “AYE”. Motion carried by voice vote.

**VILLAGE OF CHERRY VALLEY, IL  
VILLAGE BOARD OF TRUSTEES MEETING  
TUESDAY, APRIL 5, 2016**

**PRESIDENT'S REPORT: JIM E. CLAEYSSSEN.** No report.

**ATTORNEY'S REPORT: ROXANNE SOSNOWSKI.** No report.

**ENGINEER'S REPORT: DENNIS McMULLEN, C.E.S.**

1. Discussion regarding the downtown Streetscape Project, 202 Genoa Street Parking Lot Project and the Swanson Park Sidewalk Project. Dennis McMullen presented information regarding the landscape boxes. If the village went with a stamped area box opposed to an actual box, there would be a potential savings of \$7,000.00. These stamped boxes would be 5 feet wide by 19 feet in length. It is the consensus of the Village Board to go with the stamped concrete box and save \$7,000.00. Dennis McMullen stated that the ADA railings will be an approved round powder coated metal railing and will match the green color of the village's clock and lampposts as best as possible. These railings cannot be of the ornamental type. The bid notice should be in the paper this Friday (April 8<sup>th</sup>) for this project. Dennis McMullen will send letters to residents/business owners impacted by the project and will be meeting with the downtown business owners to inform them of the streetscape project and time line. Safety is of utmost concern. There will be a mandatory pre-bid meeting; no one will be able to bid on this project if they do not attend this meeting. President Jim E. Claeysen stated that he and Public Works Director Chuck Freeman spoke with Rich Schmidt from the Back Yard Grill and Bar in regards to removing their deck and coming up with a plan to maintain a four foot walkway from the rear alley way to State Street. Modifications are being made to accommodate this project. President Jim E. Claeysen and Public Works Director Chuck Freeman also met with George Gaulrapp with ComEd regarding lighting in the alley way. It is noted that the Streetscape Project will start on the north side of State Street first, then move to the south side.

**EX-OFFICIO'S REPORTS:**

**STEPHEN APPELL - PLANNING AND ZONING COMMISSION.** President Jim E. Claeysen reported that there is a PLANNING AND ZONING COMMISSION meeting on Wednesday, April 20, 2016 at 6:30PM. A fence variance will be discussed.

**DAVE SCHROEDER - RECREATION BOARD.** Trustee Schroeder reported that there is a RECREATION BOARD meeting on Wednesday, April 6, 2016 at 7:00PM. All are encouraged to attend.

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

Trustee Belt is absent; therefore, Trustee Maitland is reporting.

1. Trustee Maitland moved that the Village Board consider this the first reading of "An Ordinance Budgeting for all corporate purposes for the Village of Cherry Valley, Illinois, for the fiscal year commencing on the 1<sup>st</sup> day of May, A.D. 2016, and ending on the 30<sup>th</sup> day of April, A.D. 2017". Trustee Schroeder seconded. President Jim E. Claeysen voted "AYE". Motion carried by voice vote.

**VILLAGE OF CHERRY VALLEY, IL  
VILLAGE BOARD OF TRUSTEES MEETING  
TUESDAY, APRIL 5, 2016**

2. Trustee Maitland moved that the Village Board consider this the first reading of “An Ordinance Revising Ordinance Number 2015-07 The Annual Budget for The Village of Cherry Valley, Illinois (Commonly known as the Transfer Ordinance)”. Trustee Schroeder seconded.

Trustee Maitland stated that ORDINANCE passes.

**FINANCE REPORT BY TRUSTEE: GARY MAITLAND.** Trustee Maitland noted that there will be a FINANCE meeting Tuesday, April 12, 2016.

**PUBLIC SAFETY REPORT BY TRUSTEE: JEFF FUSTIN.** Trustee Fustin confirmed that the PUBLIC SAFETY meeting for April 12, 2016 has been cancelled.

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

1. Trustee Schroeder moved that the Village Board authorize Public Works Director Chuck Freeman to purchase a 2016 John Deere HPX Gator Unit from DeKalb Implement Company, Rockford, Illinois, at a cost of \$10,900.00 from line item 5440 - Capital Improvements. Trustee Fustin seconded. A Roll Call was taken:

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

President Jim E. Claeysen voted “AYE”. Motion carried by voice vote.

2. Trustee Schroeder moved that the Village Board approve and adopt:  
RESOLUTION 2016-05

“An Illinois Department of Transportation Resolution  
for Maintenance of Streets and Highways by Municipality  
under the Illinois Highway Code for the use of Motor Fuel Tax (MFT) Funds”  
in the amount of \$155,000.00 for the overlay project for the East Valley  
Subdivision. Trustee Fustin seconded. A Roll Call was taken:

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

President Jim E. Claeysen voted “AYE”. Motion carried by voice vote.

3. Trustee Schroeder moved that the Village Board approve an Engineering Agreement with CES, Inc. to prepare the village’s American Disabilities Act (ADA) Self-Evaluation Plan regarding the village’s accessibility standards, in an amount not to exceed \$8,500.00, subject to attorney approval. Attorney Roxanne Sosnowski reported that Attorney Jim Stevens has the document for review. Trustee Maitland seconded. A Roll Call was taken:

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

President Jim E. Claeysen voted “AYE”. Motion carried by voice vote.

**VILLAGE OF CHERRY VALLEY, IL  
VILLAGE BOARD OF TRUSTEES MEETING  
TUESDAY, APRIL 5, 2016**

4. Trustee Schroeder moved that the Village Board authorize CES, Inc. to advertise for bids for the village’s downtown Streetscape Project, 202 Genoa Street Parking Lot Project and the Swanson Park Subdivision Sidewalk Project. Trustee Fustin seconded. A Roll Call was taken:

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

President Jim E. Claeysen voted “AYE”. Motion carried by voice vote.

5. Village Board discussion regarding the purchase of a Bucket Truck for the Public Works Department. Public Works Director Chuck Freeman stated that he received a proposal from Altec Equipment regarding a used 2014 model, a (2) man bucket truck that is in good condition. If the village were to consider purchasing this used model, it could be a cost savings of approximately \$50,000.00. Next week the bucket truck should be in the village for a demonstration. If purchased, there should be one year remaining on the original three year warranty. President Jim E. Claeysen asked if an extended warranty could be obtained. Public Works Director Chuck Freeman will inquire and would like to keep this on the agenda for further discussion. President Jim E. Claeysen thanked Public Works Director Chuck Freeman for exploring different options.

Let the record show that Trustee Nancy Belt entered at 7:25PM.

6. Village Board discussion regarding the second phase of the village’s Barns Project. Cal Moyer is present for Dale Moyer (Onsight Innovations). President Jim E. Claeysen commented that he likes the idea of making sure that the grainery/corn crib is converted to usable space, opening up the building more and possibly adding doors and windows. It also needs to be cleaned out and he would like the members to consider the possibility of putting on low maintenance siding. President Jim E. Claeysen noted that there is a proposed budget of \$72,000.00 and had asked Dale Moyer to present a proposal for the cleanup and estimated costs for opening the structure. More discussion will take place at the Public Works Meeting April 11, 2016. Cal Moyer will relay this information to Dale Moyer. Trustee Belt stated that she met with Cal and Dale Moyer at the barns recently. Her concern is that this may be a multiple phase project lasting over many years costing thousands of dollars. President Jim E. Claeysen stated that he is counting on the Public Works Committee to come up with a long range plan for the repair/restoration of the barns so they can be used for social events and preserving the history of the barns for future generations. Trustee Belt stated that the corn crib was built in 1946 and the cow barn was built around 1868. It will not be an easy process to convert the corn crib into a pavilion. Trustee Belt is asking the village board to discuss and determine a long range plan regarding this project. Trustee Belt is concerned with the cost of the Police Pension Fund, health insurance, benefits and wages for the village’s employees.

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.

**VILLAGE OF CHERRY VALLEY, IL  
VILLAGE BOARD OF TRUSTEES MEETING  
TUESDAY, APRIL 5, 2016**

**EXECUTIVE SESSION:** President Jim E. Claeysen entertained a motion to go into Closed Session. Trustee Fustin moved to go into Executive Session at 7:33PM under:

**5 ILCS 2 (c)(1)** The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity (Public Works).

AND,

**5 ILCS 120/2 (c)(21)** (Discussion of Executive Session Minutes) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. (Review Executive Session Minutes).

Trustee Belt seconded. A Roll Call was taken:

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

Motion carried by voice vote.

**RECONVENE TO OPEN SESSION:** President Jim E. Claeysen reconvened into Open Session at 8:27PM and called the meeting to order. A Roll Call was taken by Clerk Dana Ward.

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

Also present: Attorney Roxanne Sosnowski and Village Clerk Dana Ward.

1. President Jim E. Claeysen entertained a motion to hold Executive Session minutes. Trustee Schroeder moved that the Village Board acknowledge that the Executive Session Minutes from the following committees and dates be held closed at this time since the need for confidentiality still exists as to all or part of these minutes, and instruct the Village Clerk to prepare a Resolution for holding said minutes. Clerk Dana Ward read the dates of the minutes to be held:

<b><u>2015</u></b>		
06-02-15	Village Board	Hold
09-21-15	Village Board	Hold
10-06-15	Village Board	Hold
10-27-15	“Special” Village Board	Hold a portion
11-03-15	Village Board	Hold a portion
11-17-15	Village Board	Hold
12-01-15	Village Board	Hold a portion
12-15-15	Village Board	Hold

**VILLAGE OF CHERRY VALLEY, IL  
VILLAGE BOARD OF TRUSTEES MEETING  
TUESDAY, APRIL 5, 2016**

**2013**

05-21-13	Personnel Compensation & Benefits	Hold a portion
07-01-13	Personnel Compensation & Benefits	Hold a portion
07-15-13	Personnel Compensation & Benefits	Hold a portion

**2008**

11-18-08	Personnel Compensation & Benefits	Hold
11-25-08	Personnel Compensation & Benefits	Hold

**2009**

05-12-09	Finance	Hold
11-24-09	Planning & Development	Hold

**2010**

02-17-10	Personnel Compensation & Benefits	Hold
04-06-10	Village Board	Hold
04-13-10	Finance	Hold
04-27-10	Personnel	Hold
05-04-10	Village Board	Hold
05-10-10	Public Works	Hold
05-24-10	Public Works	Hold
05-25-10	Personnel Compensation & Benefits	Hold

Trustee Fustin seconded. A Roll Call was taken:

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

Motion carried by voice vote.

2. President Jim E. Claeysen entertained a motion to release Executive Session minute. Trustee Schroeder moved that the Village Board acknowledge that the Executive Session Minutes from the following committees and dates be released, and instruct the Village Clerk to prepare a Resolution for releasing said minutes. Clerk Dana Ward read the dates of the meeting minutes to be released:

**2015**

06-01-15	Village Board	Release
06-15-15	Village Board	Release
07-21-15	Village Board	Release
10-27-15	Special Village Board	Release a portion
11-03-15	Village Board	Release a portion
12-01-15	Village Board	Release a portion

**2013**

05-21-13	Personnel Compensation & Benefits	Release a portion
07-01-13	Personnel Compensation & Benefits	Release a portion
07-15-13	Personnel Compensation & Benefits	Release a portion
11-19-13	Personnel Compensation & Benefits	Release

**VILLAGE OF CHERRY VALLEY, IL  
VILLAGE BOARD OF TRUSTEES MEETING  
TUESDAY, APRIL 5, 2016**

**2007**

07-09-07	Public Works	Release
08-06-07	Public Safety	Release
08-13-07	Public Works	Release
09-04-07	Village Board	Release
09-18-07	Village Board	Release

**2008**

03-27-08	Public Works	Release
09-23-08	Planning & Development	Release
11-10-08	Public Works	Release
12-08-08	Public Works	Release

**2009**

01-06-09	Village Board	Release
05-11-09	Public Works	Release
06-01-09	Ordinance	Release
09-22-09	Planning & Development	Release

**2010**

03-22-10	Public Works	Release
11-04-10	Personnel Compensation & Benefits	Release

Trustee Fustin seconded. A Roll Call was taken:

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

Motion carried by voice vote.

**BOARD COMMENTS:** None.

**ADJOURNMENT:** President Jim E. Claeysen entertained a motion to adjourn. Trustee Belt moved to adjourn at 8:32PM. Trustee Maitland seconded. All "Aye"; none opposed. Motion carried by voice vote.

Recorded by Dana Ward, Village Clerk.

Minutes reviewed by President Jim E. Claeysen on April 14, 2016.

Minutes corrected by President Jim E. Claeysen on April 20, 2016.

**AGENDA  
VILLAGE OF CHERRY VALLEY, IL  
VILLAGE BOARD OF TRUSTEES MEETING  
TUESDAY APRIL 5, 2016  
7:00 PM**

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

**PLEDGE OF ALLEGIANCE:**

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

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

**ADOPTION OF THE AGENDA:**

**APPROVAL OF THE BOARD MINUTES:**

**PUBLIC COMMENT:**

**TREASURER'S REPORT:** March 2016 Report by Treasurer Karen Melloch.

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

**ATTORNEY'S REPORT: ROXANNE SOSNOWSKI**

**ENGINEER'S REPORT: DENNIS McMULLEN, C.E.S.**

1. Discussion regarding the downtown Streetscape Project, 202 Genoa Street Parking Lot Project and the Swanson Park Sidewalk Project.

**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 Code of Ordinances for the Village of Cherry Valley, Illinois Chapter 82: Zoning, Article VIII, Building Composition Restrictions, Section 82-482 Communication Antenna Support Structure Regulations.
2. Motion that the Village Board pass and approve Ordinance **2016-15**; "An Ordinance Amending the Code of Ordinances for the Village of Cherry Valley, Illinois Chapter 82: Zoning, Article VIII, Building Composition Restrictions, Section 82-482 Communication Antenna Support Structure Regulations".
3. Motion that the Village Board consider this the first reading of "An Ordinance Budgeting for all corporate purposes for the Village of Cherry Valley, Illinois, for the fiscal year commencing on the 1<sup>st</sup> day of May, A.D. 2016, and ending on the 30<sup>th</sup> day of April, A.D. 2017".
4. Motion that the Village Board consider this the first reading of ""An Ordinance Revising Ordinance Number 2015-07 The Annual Budget for The Village of Cherry Valley, Illinois (Commonly known as the Transfer Ordinance)".

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

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

**AGENDA  
VILLAGE OF CHERRY VALLEY, IL  
VILLAGE BOARD OF TRUSTEES MEETING  
TUESDAY APRIL 5, 2016  
7:00 PM**

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

7. Motion that the Village Board authorize Public Works Director Chuck Freeman to purchase a 2016 John Deere HPX Gator Unit from DeKalb Implement Company, Rockford Illinois at a cost of \$10,900.00 from line item 5440 (Capital Improvements).
8. Motion that the Village Board approve an Illinois Department of Transportation Resolution for Maintenance of Streets and Highways by Municipality under the Illinois Highway Code for the use of Motor Fuel Tax (MFT) Funds in the amount of \$155,000.00 for the overlay project for East Valley Subdivision.
9. Motion that the Village Board approve an Engineering Agreement with CES, Inc. to prepare the village's American Disabilities Act (ADA) Self-Evaluation Plan regarding the village's accessibility standards.
10. Motion that the Village Board authorize CES, Inc. to advertise for bids for the village's downtown Streetscape Project, 202 Genoa Street Parking Lot Project and the Swanson Park Subdivision Sidewalk Project.
11. Village Board discussion regarding the purchase of a Bucket Truck for the Public Works Department.
12. Village Board discussion regarding the second phase of the village's Barns Project.

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

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

**EXECUTIVE SESSION:**

5 ILCS 2 (c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity (Public Works).

(5 ILCS 120/2)(c)(21) (Discussion of Executive Session Minutes) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. (Review Executive Session Minutes).

**RECONVENE TO OPEN SESSION:**

3. Motion that the Village Board acknowledge that the Executive Session Minutes from the following committees and dates be held closed at this time since the need for confidentiality still exists as to all or part of these minutes, and instruct the Village Clerk to prepare a Resolution for holding said minutes (To be noted in the minutes).
4. Motion that the Village Board acknowledge that the Executive Session Minutes from the following committees and dates be released, and instruct the Village Clerk to prepare a Resolution for releasing said minutes (To be noted in the minutes).

**RECONVENE TO OPEN SESSION:**

**BOARD COMMENTS:**

**ADJOURNMENT:**

JEC (3-31-16)