

VILLAGE OF CHERRY VALLEY, IL
VILLAGE BOARD OF TRUSTEES MEETING
TUESDAY, JULY 19, 2016

THE VILLAGE BOARD OF TRUSTEES OF CHERRY VALLEY, ILLINOIS, WINNEBAGO AND BOONE COUNTIES, CONVENED IN REGULAR SESSION ON THE 19TH DAY OF JULY, 2016. PRESIDENT JIM E. CLAEYSSEN CALLED THE MEETING TO ORDER AT 7:00PM AND LED THE PLEDGE OF ALLEGIANCE.

A roll call was taken by Recorder Barb Neville:

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

Also present: Public Works Director Chuck Freeman, Chief of Police Larry Neville, Attorney Roxanne Sosnowski, Attorney Darron Burke and Recorder Barb Neville.

ADOPT THE AGENDA: President Claeysen entertained a motion to adopt the meeting agenda with the following changes:

- #2 under Finance Report the additional amount is \$17,500.67
- #6 under Public Works Report the additional amount is \$21,895.00
- Modify #6 to read: Motion that the Village Board waive the rules pursuant to Section 2-561 of the Village of Cherry Valley Code of Ordinances with regards to bidding and approving the additional costs to replace and repair the roof on the village property commonly known as 210-212 East State Street from NIR Roof Care, Huntly, Illinois from line item 5120 Capital Improvements.

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: July 5, 2016. President Jim E. Claeysen entertained a motion to approve the Village Board Minutes for July 5, 2016. Trustee Schroeder moved to approve the minutes for July 5, 2016. Trustee Belt seconded. All "Aye"; none opposed. Motion carried by voice vote.

PUBLIC COMMENT: None.

TREASURER'S REPORT: No report.

PRESIDENT'S REPORT: JIM E. CLAEYSSEN.

1. President Claeysen entertained a motion that the Village Board pass and approve Resolution 2016-09; A Resolution of the Village of Cherry Valley, Illinois Approving An Intergovernmental Agreement with the Winnebago County Circuit Clerk Regarding Electronic Citation Program Fees. Trustee Schroeder moved that the Village Board pass and approve Resolution 2016-09; A Resolution of the Village of Cherry Valley, Illinois Approving An Intergovernmental Agreement with the Winnebago County Circuit Clerk Regarding Electronic Citation Program Fees. Trustee Hollembeak seconded. A roll call vote was taken:

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

Motion carried by a vote of 5-0.

ATTORNEY'S REPORT: ROXANNE SOSNOWSKI. No report.

ENGINEERS REPORT: DENNIS McMULLEN, C.E.S. No Report

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EX-OFFICIO'S REPORTS:

PLANNING AND ZONING COMMISSION: TRUSTEE STEPHEN APPELL. Trustee Appell reported the Planning and Zoning Commission will meet tomorrow night. Agenda items: (2) Cell Tower requests and a text amendment for zoning permit fees that came from the Ordinance Committee.

RECREATION BOARD: TRUSTEE SCHROEDER. Trustee Schroeder reported a scheduling change, the next Recreation Board meeting will take place on July 27, 2016 to prepare for the National Night Out event on August 2, 2016 at the ball diamond. President Jim E. Claeysen noted since the National Night Out is scheduled for August 2, 2016 he is changing the scheduled Village Board Meeting from Tuesday, August 2, 2016 to Monday, August 1, 2016 7:00 p.m. at Village Hall to allow everyone to attend the event.

ORDINANCE REPORT BY TRUSTEE: NANCY BELT. No Report.

FINANCE REPORT BY TRUSTEE: STEPHEN APPELL FOR GARY MAITLAND:

1. Trustee Appell moved that the Village Board authorize the payment of bills reviewed by the Budget Director on July 11, 2016 and reviewed and approved by the Finance Committee on July 11, 2016 in an amount of \$390,128.31. Trustee Fustin seconded. A roll call vote was taken:

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

Motion carried by a vote of 5-0.

2. Trustee Appell 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 present on July 19, 2016 in an amount of \$17,500.00. Trustee Fustin seconded. A roll call vote was taken:

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

Motion carried by a vote of 5-0.

3. Trustee Appell moved that the Village Board approve the memo presented by Trustee Gary Maitland at the July 11, 2016 Finance Committee Meeting titled "Reimbursable Expenses for the 2016 IML Conference", detailing that the maximum amount allowed for each reimbursement meet the guidelines set and the total would be \$1,358.02 per attendee. The conference registration cost is an additional \$310 per attendee; total cost of this conference is not to exceed \$1,668.02 per attendee. Trustee Fustin seconded. A roll call vote was taken:

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

Motion carried by a vote of 5-0.

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4. Trustee Appell moved that the Village Board approve seven (7) attendees to attend the 2016 IML Conference in Chicago, Illinois, September 22-24, 2016, at a cost not to exceed \$11,676.14 from line items 5195 training/seminars and 5200 travel-administration. Trustee Belt seconded. A roll call vote was taken:

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

Motion carried by a vote of 5-0. Trustee Appell stated FINANCE passes.

PUBLIC SAFETY REPORT BY TRUSTEE: JEFF FUSTIN. No Report.

PUBLIC WORKS REPORT BY TRUSTEE: DAVID SCHROEDER.

1. Trustee Schroeder moved that the Village Board award the Northeast Water Main Connector Project to the N-Trak Group, Loves Park, Illinois, as the lowest responsive bidder at a bid price of \$270,535.60 from line item 5095 Water; pending village attorney's review and approval of the contract. Trustee Fustin seconded. A roll call vote was taken:

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

Motion carried by a vote of 5-0.

2. Trustee Schroeder moved that the Village Board hire Lonnie's Carpet Max, Rockford, Illinois to install new vinyl flooring in the village property commonly known as 212 East State Street at a cost of \$4,448.00 from line item 5120 Capital Improvements. Trustee Hollembeak seconded. . A roll call vote was taken:

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

Motion carried by a vote of 5-0.

3. Trustee Schroder moved that the Village Board approve hiring Oliphant Lock & Safe, Inc. Loves Park, Illinois to install a new programmable push button locks for the village's well houses at a cost of \$11,750.00 from line item 5120 Water. Trustee Appell seconded. A roll call vote was taken:

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

Motion carried by a vote of 5-0.

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4. Trustee Schroeder moved that the Village Board approve the purchase of a 2016 Big Tex 102 x 30; Deckover Trailer from Rondo Truck & Trailer, Sycamore, Illinois, in an amount of \$10,129.00 from line item 5375 Water. Trustee Appell seconded. A roll call vote was taken:

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

Motion carried by a vote of 5-0.

5. Trustee Schroder moved that the Village Board approve the installation of a new water softener for the Village Hall from H2O Express, Cherry Valley, Illinois at a cost of \$2,700.00 from line item 5120 Buildings and Grounds. Trustee Belt seconded. A roll call vote was taken:

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

Motion carried by a vote of 5-0.

6. Trustee Schroeder moved that the Village Board waive the rules pursuant to Section 2-561 of the Village of Cherry Valley Code of Ordinances with regards to bidding and approving the additional costs to replace and repair the roof on the village property commonly known as 210-212 East State Street from NIR Roof Care, Huntly, Illinois at a cost of \$21,895.00 from line item 5120 Capital Improvements. Trustee Hollembeak seconded. A roll call vote was taken:

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

Motion carried by a vote of 5-0. Chairman Schroeder stated that PUBLIC WORKS passes.

PLANNING AND DEVELOPMENT REPORT BY TRUSTEE: STEPHE APPELL No Report.

PERSONNEL REPORT BY TRUSTEE: SALLY HOLLEMBEAK.

For Personnel Report Item #1 President Jim E. Claeyssen moved to a seat in the audience. Chairman Hollembeak chaired this portion of the meeting.

1. Village Board discussion and possible Board action regarding setting the annual compensation for the Village President effective May 1, 2017 through April 30, 2021(as discussed at the May 24, 2016 Personnel Committee Meeting).

For discussion purposes only the Board reviewed the document drafted by Trustee Fustin titled "Proposed Salary for the President's Position for the term beginning on May 1, 2017."

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Village Trustees discussed the different possible options which Trustee Fustin presented on this spreadsheet such as committee pay, health insurance, health insurance compensation or contributions to the Illinois Municipal Retirement Fund (IMRF). The trustees ruled out IMRF benefits since the term of office is only four years. Attorney Sosnowski was asked to research the statute to see that if the Village President is paid a salary can they be paid for attendance at committee meetings as well. The President's salary including or not including health insurance was discussed also. It was noted a decision on the President's compensation needs to be made by October 1, 2016 which is 180 days prior to the election. After much discussion the trustees decided to continue this discussion at their next Village Board Meeting.

Attorney Sosnowski was asked to research if the Village is correct the way it is structured on reimbursements that we should have receipts for expenses.

President Jim E. Claeysen returned to chair the Board Meeting at 8:00 p.m.

2. Village Board discussion and possible action regarding setting the compensation of all trustees effective May 1, 2019 (as discussed at the May 24, 2016 Personnel Committee Meeting).

For discussion purposes only the Board reviewed the document titled "Trustee Compensation Change" drafted by Trustee Fustin.

Discussions centered on salary versus being paid per Village Board Meeting. Trustee Appell recommended continuing to stay with the village's current method of trustees being paid per board meeting they attend.

The Committee of the Whole concept was also discussed and it was suggested that the topic be re-visited by the entire Village Board.

3. Village Board discussion and possible Village Board action regarding committee meeting compensation reporting (as discussed at the May 24, 2016 Personnel Committee Meeting).

Discussion centered on salary versus reimbursement per committee meeting attended for which a trustee receives a 1099 form at the end of the year for tax purposes.

After much discussion Attorney Sosnowski recommended the village move toward purchasing the necessary equipment/supplies needed by the trustee for the position rather than reimbursement for them purchasing their own equipment/supplies. Attorney Sosnowski will research new wording to the current Ordinance based on the following discussion. The trustee will be paid \$25.00 per committee meeting which will be provided at the time the trustee attends the meeting rather than compensation. The new wording will be provided to the Village Board prior to the August 1, 2016 Board Meeting.

Trustee Hollembeak stated that PERSONNEL items have been tabled for further discussion and possible action.

EXECUTIVE SESSION:

President Jim E. Claeysen entertained a motion to go into Closed Session. Trustee Hollembeak moved to go into Executive Session at 8:25 PM 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 by Recorder Barb Neville:

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

Motion carried by voice vote.

RECONVENE TO OPEN SESSION: President Jim E. Claeysen reconvened into Open Session at 8:35 PM and called the meeting to order.

Motion by Trustee Appell that the Board reconvene in Open Session. Trustee Belt seconded. All “Aye;” none opposed. Motion carried by voice vote.

Also present: Attorney Roxanne Sosnowski, Attorney Darron Burke, Public Works Director Chuck Freeman and Recorder Barb Neville

BOARD COMMENTS: None.

ADJOURNMENT: President Jim E. Claeysen entertained a motion to adjourn. . Trustee Hollembeak moved to adjourn at 8:36 PM. Trustee Fustin seconded. All “Aye”; none opposed. Motion carried by voice vote.

Recorded by Recorder Barb Neville.

Minutes reviewed by President Jim E. Claeysen on July 28, 2016.

**AGENDA
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7:00 PM**

CALL THE MEETING TO ORDER: PRESIDENT JIM E. CLAEYSSEN

PLEDGE OF ALLEGIANCE:

ROLL CALL TAKEN BY: RECORDER BARB NEVILLE

VILLAGE TRUSTEES: STEPHEN APPELL SALLY HOLLEMBEAK
 NANCY BELT GARY MAITLAND
 JEFF FUSTIN DAVID SCHROEDER

ADOPTION OF THE AGENDA:

APPROVAL OF THE BOARD MINUTES: July 5, 2016.

PUBLIC COMMENT:

TREASURER'S REPORT:

PRESIDENT'S REPORT: JIM E. CLAEYSSEN

1. Motion that the Village Board pass and approve Resolution **2016-09**; A Resolution of the Village of Cherry Valley, Illinois Approving An Intergovernmental Agreement with the Winnebago County Circuit Clerk Regarding Electronic Citation Program Fees.

ATTORNEY'S REPORT: ROXANNE SOSNOWSKI

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.

1. Motion that the Village Board authorize the payment of bills reviewed by the Budget Director on July 11, 2016 and reviewed and approved by the Finance Committee on July 11, 2016 in an amount of \$390,128.31.
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 present on July 19, 2016.
3. Motion that the Village Board approve the memo presented by Trustee Gary Maitland at the July 11, 2016 Finance Committee Meeting titled "Reimbursable Expenses for the 2016 IML Conference", detailing that the maximum amount allowed for each reimbursement meet the guidelines set and that the total would be \$1,358.02 per attendee. The conference registration cost is an additional \$310 per attendee; total cost of this conference is not to exceed \$1,668.02 per attendee.
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PUBLIC SAFETY REPORT BY TRUSTEE: JEFF FUSTIN

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2. Motion that the Village Board hire Lonnie's Carpet Max, Rockford, Illinois to install new vinyl flooring in the village property commonly known as 212 East State Street at a cost of \$4,448.00 from line item 5120 Capital Improvements.
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5. Motion that the Village Board approve the installation of a new water softener for the Village Hall from H2O Express, Cherry Valley, Illinois, at a cost of \$2,700.00 from line item 5120 Buildings and Grounds.
6. Motion that the Village Board approve the additional costs to replace and repair the roof on the village property commonly known as 210-212 East State Street from NIR Roof Care, Huntley, Illinois from line item 5120 Capital Improvements.

PLANNING AND DEVELOPMENT REPORT BY TRUSTEE: STEPHEN APPELL.

PERSONNEL REPORT BY TRUSTEE: SALLY HOLLEMBEAK.

1. Village Board discussion and possible Village Board action regarding setting the annual compensation for the Village President effective May 1, 2017 through April 30, 2021 (as discussed at the May 24, 2016 Personnel Committee Meeting).
2. Village Board discussion and possible Village Board action regarding setting the compensation of all trustees effective May 1, 2019 (as discussed at the May 24, 2016 Personnel Committee Meeting).
3. Village Board discussion and possible Village Board action regarding committee meeting compensation reporting (as discussed at the May 24, 2016 Personnel Committee Meeting).

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 (7-13-16)