

VILLAGE OF CHERRY VALLEY, IL
VILLAGE BOARD OF TRUSTEES MEETING
TUESDAY, NOVEMBER 1, 2016

THE VILLAGE BOARD OF TRUSTEES OF CHERRY VALLEY, ILLINOIS, WINNEBAGO AND BOONE COUNTIES, CONVENED IN SESSION ON THE 1ST DAY OF NOVEMBER, 2016. PRESIDENT JIM E. CLAEYSSEN CALLED THE MEETING TO ORDER AT 7:00 P.M. AND LED THE PLEDGE OF ALLEGIANCE.

A roll call was taken by Recorder Barb Neville:

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

Also present: Treasurer Karen Melloch, Chief of Police Larry Neville, Attorneys Roxanne Sosnowski, Darron Burke, Public Works Director Chuck Freeman, Dennis McMullen, C.E.S. , Recorder Barb Neville and members from Boy Scout Troop 181.

ADOPT THE AGENDA: Trustee Schroeder moved that the amended Board meeting agenda be approved - Trustee Gary Maitland will be handling the Ordinance Report in place of Trustee Nancy Belt. Trustee Appell seconded. All "Aye;" none opposed. Motion carried voice by vote.

APPROVAL OF THE BOARD MINUTES: October 18, 2016

Trustee Schroeder moved to approve the minutes for October 18, 2016. Trustee Fustin seconded. All "Aye;" none opposed. Motion carried by voice vote.

PUBLIC COMMENT: None.

TREASURER'S REPORT:

Treasurer Karen Melloch reported that revenues (\$517,000) exceeded expenditures (\$506,000) in the General Fund last month. Expenditures were mainly salaries and benefits (\$388k), the Barn Project (\$37k), East Valley Street MFT Engineering (\$8k), Legal Services (\$9k) and Animal Services (\$7k). Revenues (\$83,000) exceeded expenditures (\$20,000) in the Water Fund last month. Expenditures were mainly salaries and benefits (\$29k) and the Bond Transfer (\$20k). In the Capital Improvements Fund, expenditures exceeded revenues by \$210,000 mainly because of the Downtown Streetscape Project (\$170k) and the Baseball Field LED Lighting Project (\$33k). Revenues were low due to the additional contribution made to the Police Pension Fund. Motion by Trustee Maitland to place the October 2016 Treasurer's Report by Treasurer Karen Melloch on file. Trustee Schroeder seconded. All "Aye;" none opposed. Motion carried by voiced vote.

PRESIDENT'S REPORT: JIM E. CLAEYSSEN:

1. Trustee Schroeder moved that the Village Board approve \$46,426.00 for the Illinois Municipal League Risk Management (IMLRMA) 2016 Minimum/Maximum Additional Billing from line item 5110 Administration. Trustee Hollembeak seconded. A roll call vote was taken:

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

Motion carried by vote of 5-0.

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- Trustee Appell moved that the Village Board pass and approve “A Resolution Authorizing that Various Committee Meeting and Village Board Meeting Minutes from 2007, 2008, 2009, 2010, 2013 and 2015 be held Closed at this time (Since the Need for Confidentiality Still Exists as to All or Part of These Minutes)”. Resolution Number **2016-14**. Trustee Schroeder seconded. A roll call vote was taken:

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

Motion carried by vote of 5-0.

- Trustee Hollembeak moved that the Village Board pass and approve “A Resolution Authorizing the Release of Closed Session Minutes (Various Committee and Village Board Minutes from 2007, 2008, 2009, 2010, 2013 and 2015)”. Resolution Number **2016-15**. A roll call vote was taken:

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

Motion carried by vote of 5-0.

ATTORNEY’S REPORT: ROXANNE SONOWSKI: No Report

ENGINEER’S REPORT: DENNIS MCMULLEN, C.E.S.:

Project Updates: The Downtown Streetscape Project is complete for 2016.

Vandiver Road/Harrison Avenue - complete except for striping which should be completed this week weather permitting.

EX-OFFICO’S REPORTS:

STEPHEN APPELL - PLANNING AND ZONING COMMISSION:

Trustee Appell stated the Planning & Zoning Commission Meeting for this month has been cancelled due to the one agenda item being withdrawn.

DAVE SCHROEDER - RECREATION BOARD -

Trustee Schroeder reported the Halloween Parade had approximately 135-140 participants with some unique costumes. The next Recreation Board Meeting will be held November 2, 2016, 7:00 p.m. at Village Hall.

ORDINANCE REPORT BY TRUSTEE: GARY MAITLAND:

- Trustee Maitland moved that the Village Board waive the rules and consider this the second and final reading of “An Ordinance Amending Chapter 2, “Administration”, Article III, “Officers And Employees”, Division 4, “Clerk”, Section 2-202, “Compensation; Duties” And Section 2-204, “Duties”, Of The Code Of Ordinances For The Village Of Cherry Valley, Illinois. Trustee Hollembeak seconded.

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Amendment to Original Motion

Trustee Hollembeak moved that the following sentence be stricken from the Ordinance **2016-39 Section 2-202**: ~~The Clerk's wages and benefits shall be established from time to time by the Village Board and shall be set prior to the beginning of each fiscal year.~~ Trustee Appell seconded. All "Aye;" none opposed. Motion carried by voice vote.

A roll call vote was taken on the Original Motion as Amended:

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

Motion carried by vote of 5-0.

- Trustee Maitland moved that the Village Board pass and approve **Ordinance #2016-39**; "An Ordinance Amending Chapter 2, "Administration", Article III, "Officers And Employees", Division 4, "Clerk", Section 2-202, "Compensation; Duties" And Section 2-204, "Duties", Of The Code Of Ordinances For The Village Of Cherry Valley, Illinois. Trustee Appell seconded. A roll call vote was taken:

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

Motion carried by vote of 5-0.

Trustee Maitland stated **ORDINANCE** passes.

FINANCE REPORT BY TRUSTEE: GARY MAITLAND: No Report

PUBLIC SAFETY REPORT BY TRUSTEE JEFF FUSTIN: No Report

PUBLIC WORKS REPORT BY TRUSTEE DAVID SCHROEDER:

- Trustee Schroeder moved that the Village Board approve the proposal from Four Seasons Inc. to provide the 2016 Holiday Lighting Display in the village's downtown area in an amount of \$10,350.00 from line item 5170 Buildings & Grounds. Trustee Fustin seconded. A roll call vote was taken:

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

Motion carried by vote of 5-0.

Trustee Schroeder stated **PUBLIC WORKS** passes.

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PLANNING AND DEVELOPMENT REPORT BY TRUSTEE: STEPHEN APPELL:

1. Trustee Appell moved that the Village Board waive the fees and refund Mr. Vince Steder \$200.00 for a Zoning Map Amendment Request for 213 Genoa Street, Cherry Valley, Illinois due to and informational error and his withdrawing the request. Trustee Schroeder seconded. A roll call vote was taken:

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

Motion carried by vote of 5-0. (Treasurer Karen Melloch will send a letter of explanation along with the check explaining why the fees were waived and refunded).

Trustee Appell stated **PLANNING & DEVELOPMENT** passes.

PERSONNEL REPORT BY TRUSTEE: SALLY HOLLEMBEAK:

1. Trustee Hollembeak moved that the Village Board approve the renewal of the Employee Benefit Systems (EBS) Third Party Administration Service Agreement (Contract) for 2017 and authorize President Jim E. Claeysen to sign the renewal Employee Benefits Systems contract. Trustee Appell seconded. A roll call vote was taken:

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

Motion carried by vote of 5-0.

2. Trustee Hollembeak moved that the Village Board approve the Short-Term Disability Coverage with Standard Insurance Company (for Police Officers only) at a cost of \$2,148.00 per year, 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
JEFF FUSTIN	AYE	GARY MAITLAND	AYE
DAVID SCHROEDER	AYE		

Motion carried by vote of 5-0.

3. Trustee Hollembeak moved that the Village Board approve Life Insurance Coverage of \$25,000 per employee with Standard Insurance Company for all employees at a cost of \$2,385.48 per year, pending Village Attorney's review and approval of the contract. Trustee Appell seconded. A roll call vote was taken:

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

Motion carried by vote of 5-0.

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4. Trustee Hollembeak moved that the Village Board authorize Public Works Director Chuck Freeman to hire George Freeman and Larry Gray as seasonal snow plow drivers for the 2016-2017 season for the Public Works Department at a rate of \$20.00 per hour. Trustee Schroeder seconded. A roll call vote was taken:

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

Motion carried by vote of 5-0.

5. Trustee Hollembeak moved that the Village Board authorize Treasurer Karen Melloch to hire Barb Neville as a part-time employee for the Administration Department at a rate of \$16.00 per hour, effective November 2, 2016. Trustee Fustin seconded. A roll call vote was taken:

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

Motion carried by vote of 5-0.

6. Trustee Hollembeak moved that the Village Board authorize Police Chief Mike Neville to hire I/O Solutions for entry level police recruiting and testing at a cost not to exceed \$2,500.00 from line item 5170 Police. Trustee Fustin seconded. A roll call vote was taken:

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

Motion carried by vote of 5-0.

7. Trustee Hollembeak moved that the Village Board authorize Police Chief Mike Neville to begin the process to hire one additional full time Police Officer. Trustee Fustin seconded. A roll call vote was taken:

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

Motion carried by vote of 5-0.

Trustee Hollembeak stated **PERSONNEL** passes.

BOARD COMMENTS: None.

ADJOURNMENT:

Trustee Hollembeak moved that the meeting be adjourned at 7:29 p.m. Trustee Appell seconded. All "Aye;" none opposed. Motion carried by voice vote.

Recorded by Recorder Barb Neville.

Reviewed by President Jim Claeysen on November 7, 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: October 18, 2016.

PUBLIC COMMENT:

TREASURER’S REPORT: October 2016 Report by Treasurer Karen Melloch.

PRESIDENT’S REPORT: JIM E. CLAEYSSEN

1. Motion that the Village Board approve \$46,426.00 for the Illinois Municipal League Risk Management (IMLRMA) 2016 Minimum/Maximum Additional Billing from line item 5110 Administration.
2. Motion that the Village Board pass and approve “A Resolution Authorizing that Various Committee Meeting and Village Board Meeting Minutes from 2007, 2008, 2009, 2010, 2013 and 2015 be held Closed at this time (Since the Need for Confidentiality Still Exists as to All or Part of These Minutes)”. Resolution Number **2016-14**.
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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.

1. Motion that the Village Board waive the rules and consider this the second and final reading of “An Ordinance Amending Chapter 2, “Administration”, Article III, “Officers And Employees”, Division 4, “Clerk”, Section 2-202, “Compensation; Duties” And Section 2-204, “Duties”, Of The Code Of Ordinances For The Village Of Cherry Valley, Illinois.

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2. Motion that the Village Board pass and approve **Ordinance #2016-39**; “An Ordinance Amending Chapter 2, “Administration”, Article III, “Officers And Employees”, Division 4, “Clerk”, Section 2-202, “Compensation; Duties” And Section 2-204, “Duties”, Of The Code Of Ordinances For The Village Of Cherry Valley, Illinois.

FINANCE REPORT BY TRUSTEE: GARY MAITLAND.

PUBLIC SAFETY REPORT BY TRUSTEE: JEFF FUSTIN.

PUBLIC WORKS REPORT BY TRUSTEE: DAVID SCHROEDER.

1. Motion that the Village Board approve the proposal from Four Seasons Inc. to provide the 2016 Holiday Lighting Display in the village’s downtown area in an amount of \$10,350.00 from line item 5170 Buildings & Grounds.

PLANNING AND DEVELOPMENT REPORT BY TRUSTEE: STEPHEN APPELL.

1. Motion that the Village Board waive the fees and refund Mr. Vince Steder \$200.00 for a Zoning Map Amendment Request for 213 Genoa Street, Cherry Valley, Illinois due to an informational error and his withdrawing the request.

PERSONNEL REPORT BY TRUSTEE: SALLY HOLLEMBEAK.

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2. Motion that the Village Board approve the Short-Term Disability Coverage with Standard Insurance Company (for Police Officers only) at a cost of \$2,148.00 per year, pending Village Attorney’s review and approval of the contract.
3. Motion that the Village Board approve Life Insurance Coverage of \$25,000 per employee with Standard Insurance Company for all employees at a cost of \$2,385.48 per year, pending Village Attorney’s review and approval of the contract.
4. Motion that the Village Board authorize Public Works Director Chuck Freeman to hire George Freeman and Larry Gray as seasonal snow plow drivers for the 2016-2017 season for the Public Works Department at a rate of \$20.00 per hour.
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6. Motion that the Village Board authorize Police Chief Mike Neville to hire I/O Solutions for entry level police recruiting and testing at a cost not to exceed \$2,500.00 from line item 5170 Police.
7. Motion that the Village Board authorize Police Chief Mike Neville to begin the process to hire one additional full time Police Officer.

BOARD COMMENTS:

**ADJOURNMENT:
JEC (10-27-16)**