

**VILLAGE OF CHERRY VALLEY, IL  
COMMITTEE OF THE WHOLE MEETING  
MONDAY AUGUST 28, 2023  
7:00 PM**

**MEMBERS:** VILLAGE PRESIDENT: DAVID SCHROEDER  
VILLAGE TRUSTEES: NANCY BELT MIKE NEVILLE  
JEFF FUSTIN BRANDI PEARSE  
SALLY HOLLEMBEAK CARL WEDIG

Village President David Schroeder called the Committee of the Whole Meeting to order at 7:00 PM. Roll call was taken by Village Clerk Kathy Trimble:

NANCY BELT	PRESENT	SALLY HOLLEMBEAK	PRESENT
JEFF FUSTIN	PRESENT	BRANDI PEARSE	PRESENT
MIKE NEVILLE	PRESENT	DAVID SCHROEDER	PRESENT
CARL WEDIG	PRESENT		

Also present: Attorney Roxanne Sosnowski, Village Engineers Kevin and Adam Bunge C.E.S. Inc. Village Administrator Jim Claeysen, Chief Todd Stockburger, Police Sergeant Jesse Pearse, Public Works Supervisor Andy Wesseln and Public Works Maintenance Worker II Garrett Anderson.

**ADOPT THE AGENDA:**

Village President Schroeder entertained a motion to adopt the agenda with the following changes:

- Item #1 under the Public Safety Report the total dollar amount not to exceed should be \$184,276.23 not \$188,694.00; there was tax added to the original amount.
- Under the Planning and Development Report, the motions should read “send to the Village Board under the Ordinance Report” not just send to the Village Board.  
Trustee Hollembeak moved to approve the amended August 28, 2023 agenda. Trustee Neville seconded. All “AYE” none opposed. Motion carried by voice vote.

**APPROVE THE COMMITTEE OF THE WHOLE MEETING MINUTES:**

Trustee Neville moved to approve the August 28, 2023 Committee of the Whole Meeting Minutes. Trustee Hollembeak seconded. Trustee Fustin stated that these minutes do not reflect the discussion that was had at the meeting in regards to the Engineer’s Report. Trustee Hollembeak stated that the Clerk usually only records what action was taken not word for word. Attorney Sosnowski mentioned that minutes are not a transcript of the meeting. Administrator Claeysen suggested that these minutes be laid over until we can listen to the recording and add the discussion under the Public Works Report. Trustee Neville and Trustee Hollembeak withdrew their motion and second to approve the August 14, 2023 Committee of the Whole Minutes. Trustee Hollembeak moved to lay over the August 14, 2023 Committee of the Whole Meeting Minutes until the next Committee of the Whole Meeting for approval. Trustee Belt seconded. All “AYE” None opposed. Motion carried by voice vote.

**PUBLIC COMMENT:**

1. Mr. Kenneth Kuhn, 8992 Seawitch Drive, Cherry Valley addressed the Committee Members regarding his concerns with the condition of his lawn due to the East Village Water Main Project. Mr. Kuhn stated that it is not in the same condition as it was before the project and the grass seed that was used was IDOT grass and there are now weeds coming up instead of grass. Mr. Kuhn passed out pictures showing his lawn before and after the project. He would like the village to take out this grass and reseed his lawn or put down sod.
2. Mr. Marco Altamonte signed up for Public Comment but passed.

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3. Mr. Devin Hitch signed up for Public Comment but passed.

**PRESIDENT'S REPORT: DAVID SCHROEDER:**

1. Village President David Schroeder asked for feedback on the booklet and presentation from Mr. David Sidney with Place Foundry. President Schroeder stated that Mr. Sidney would create a book/presentation that the village could give to developers. Trustee Neville mentioned that the village should choose option #2 for a 12-month period. Trustee Hollembeak agrees. Discussion was had regarding:

- Needing examples of prior work.
- Would like client referrals.

Attorney Sosnowski stated that the village does not have a marketing department that could tell Cherry Valley's story. You would be purchasing marketing material from Place Foundry not an actual service. Consensus of the committee was to go back to Mr. Sidney for more information and place this item on a future Committee of the Whole Meeting.

2. President Schroeder discussed with the committee regarding Softball Field Sponsorship Signs. They would be 4X8 coroplast signs that last about 2 years and cost about \$300.00 a piece for 40 signs and we could charge about \$600.00 a sign. The signs would be facing north and placed on the outfield fence. The signs would be the villages that could be removed if they become worn or start to fall apart. After some discussion, the consensus of the committee was to move forward with the signage.

**ORDINANCE -CHAIRMAN TRUSTEE NANCY BELT.**

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**PUBLIC WORKS -CHAIRMAN TRUSTEE MIKE NEVILLE.**

**ENGINEER'S REPORT:**

1. Village Engineer Adam Bunge C.E.S. INC. gave an update on the following items:

Well 7 – Drill Only – **A retest for radium will not be required. As a reminder, we will be required to retest for radium and gross alpha during a final well water quality test when applying for the operating permits.**

Well 7 – Well House – **Kevin has turned his calculations over to Layne for review. Layne confirmed Kevin's numbers as a double check for the system. Layne is currently working on the pump bowl design for the Well. Layne estimates their design will be completed by 8/29.** Once the bowl design is in, we will be able to submit the permit to IEPA.

Next steps include:

- Plans/specifications for treatment ready to be turned over to design team.
  - Adam has digitized the Village's as-built copy of the Village Hall Plans to share with Utilities to run the SCADA system from Village Hall to the Well House.
- Approximate Design Schedule – Estimated project dates provided below.
  - Design Drawings Completed for submittal to IEPA/ Winn Co (waiting on Pump Bowl design) – **September 15, 2023 (Estimated).**
  - IEPA review is **90 days** from submittal.
  - IEPA/ Winn Co provide review comments – **December 15, 2023 (Estimated).**
  - Revise per comments and resubmit – **January 10, 2024 (Estimated).**
  - Plans approved & advertise for Bidding – **February 15, 2024 (Estimated).**

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- Construction – Commence April 1, 2024, Weather Depending.

State Street Alley (pedestrian improvements) – Contractor has cut and potholed for the gas main. The Arches can and will be centered on the wider section of the alley.

~~Walnut Street Parking and Canoe Launch parking expansion – Stenstrom has turned in their final pay item information, a final pay request has been turned into the Village.~~

Upper Pond Regional Detention Improvements – Stenstrom has dredged the pond. The removed material has been stockpiled to allow it to dry before mass grading and seeding it. We anticipate 3-4 weeks for it to dry out based on previous dredges.

~~Lawrence Street – The Contractor has turned in their final lien waiver. Adam has turned a final pay request into the Village.~~

~~CV Downtown Streets (East St, S. Walnut and Genoa Rd) MFT Funding – The Contractor has agreed to final quantities and a final pay request has been turned into the Village.~~

Other Projects:

- ❖ Coordination with IDOT's I-39 project – C.E.S. is providing updated locations for the watermain along Frontage Rd as well as reviewing the need for the M.U.P. along Harrison with the Village Administrator.
- ❖ Watermain Loop Project (Mill Rd to Cherry St) – C.E.S. is proposing a second river crossing project be considered from Mill Rd to the north end of Cherry St. This will provide downtown with a loop to help protect and circulate the system.

The Full Engineering Report will be placed on file with the permanent record.

2. Update regarding the design status of Well House 7.  
Kevin Bunge, C.E.S. Inc gave a presentation regarding the design status of Well House 7. Mr. Bunge stated the architect is wanting to raise the loft floor on the design of the well house to accommodate if and possibly when Radium Tanks will be needed. There was a lengthy discussion regarding the project. Trustee Fustin expressed his concerns regarding the following issues pertaining to Well House 7:
  - From Day 1 we knew we had to make provisions for radium treatment if we had to implement it.
  - Now at the 12<sup>th</sup> hour we are having to make a change to a drawing after 18 months, when at that time the only decision that needed to be made was whether the tanks should be in the loafing shed or the east end of the building.
  - Now it will be at least 3 weeks until we submit the EPA.

The consensus of the Committee was to approve raising the loft floor.

**UNFINISHED BUSINESS:**

1. General Public Works Updates from Public Works Supervisor Andy WesselIn – Public Works Supervisor WesselIn discussed the latest Well Water Levels Report for 5-28 to 8-26-23.
  - The variable frequency drive at Well 5 troubleshooting has been completed, technicians from a 3<sup>rd</sup> party through the manufacturer (Danfoss) are onsite to make repairs.
  - The Supplies to upfit the Water Van have been ordered.
  - We congratulate Cathy O'Hearn and Trevor Dolgach on passing the Class C Water Operator Exam!

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A copy of the well water levels report and the full Public Works Update Report will be placed on file with the permanent record.

2. Continued Committee discussion was had regarding the placement of "Stop for Pedestrians in Cross Walk" signs in the village. The consensus of the committee was to paint diagonal stripes at the crosswalks to make them even more visible.

**NEW BUSINESS:**

1. Trustee Neville moved to send to the Village Board a Conditional Offer of Employment to Mr. Brayden Schlaf as a Maintenance Worker I in the village's Public Works and Water Works Department at a starting wage of \$18.00/hour. Trustee Hollembeak seconded. All "AYE" none opposed. Motion carried by voice vote.
2. Committee discussion was had regarding next steps in regards to the Awarding of the State Grant to Stabilize Madigan Creek between our Valley Woods and Valley Ridge Neighborhoods. Village Administrator Claeysen stated that the Public Works Department is continuing to work on Madigan Creek; they have been placing concrete and stone to try and stabilize the banks and the shoreline. State Representative Maurice West has secured a \$100,000.00 grant for the Stabilization of Madigan Creek. The village will need engineering drawings to submit for approval to make any changes to our regional detention area. The plans need to be reviewed and approved by the IDNR, IDOT and the Army Corp of Engineers and we will need to bring in an engineering service for this work. The consensus of the committee was to move forward with this project.

**CHAIRMAN'S REPORT:** No Report.

**EX-OFFICIO'S RECREATION BOARD REPORT:**

Trustee Pearse stated that the next Recreation Board Meeting is September 6<sup>th</sup> at 7PM. Everyone is welcome to attend.

**PUBLIC SAFETY - CHAIRMAN TRUSTEE JEFF FUSTIN.**

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

1. Trustee Fustin moved to send to the Village Board to enter into a Purchase Agreement with Axon Enterprise, Inc., Scottsdale, Arizona for (7) in-car cameras and (20) body-worn cameras at a total not to exceed \$184,276.23 (over a 5-year period) from line item 5375 Capital Improvements. Trustee Wedig seconded. The State has mandated that by December 31, 2024 all police departments in the State of Illinois has to have body cameras. Police Chief Stockburger addressed the Committee regarding the spreadsheet of Body/In car Camera options. The Police Department has met with several representatives of the different companies and started testing in July. We have decided to move forward with Axon Enterprises, Inc. Storage is included in the package, however it might need to be adjusted. There is a 6-week lead time and this is why we are wanting to move forward now. Police Sergeant Pearse stated that Axon has given us 2 quotes but it will be a package deal. Axon requires for the Body Cameras 5% down which is \$8,321.26, the in-car cameras would be \$16,051.99 and they are both due at signing of the contract. The rest of the contract is structured to be paid every May 1<sup>st</sup> each year.

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All "AYE" none opposed. Motion carried by voice vote.

2. Trustee Fustin moved to send to the Village Board approval to implement a renewed contract with CherryVale Mall for off-duty police services, pending village attorney's review. Trustee Belt seconded. All "AYE" none opposed. Motion carried by voice vote.
3. Trustee Fustin moved to send to the Village Board a Conditional Offer of Employment to Mr. Michael Maggio as a Lateral Entry Patrol Officer (to fill Sgt. Crouch's vacated patrol position) at a starting wage of \$58,037.00 /year. (The offer would coincide with a Memorandum of Understanding (MOU) between the Village of Cherry Valley and the Illinois Fraternal Order of Police Labor Council). Trustee Hollembeak seconded. All "AYE" none opposed. Motion carried by voice vote.

**CHIEF'S REPORT:**

Chief Stockburger reported that Mission BBQ, Rockford, Illinois will be having a special on 9/11 for First Responders, Pooch-A-Palooza will be happening on September 9, 2023 at the Bachrodt Auto Mall and Officer Stormy and Officer Fulton will be present at the event. The last day we will be accepting applications for the Part-Time Administrative Assistant position is September 1, 2023. We will be having dedicated patrols in Baumann Park at night since there seems to be people in the park after it closes.

**FINANCE - CHAIRMAN TRUSTEE BRANDI PEARSE.**

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

1. Trustee Pearse moved to place on file an Investment Report for the period ending July 31, 2023 as presented by Treasurer Maureen Gumowski. Trustee Neville seconded. Treasurer Gumowski stated that we are expecting 1-2 more rate hikes this year and next year. We have exceeded our benchmark in earnings by 7%, we are looking into positive pay which is a check fraud protection program with our bank. All "AYE" None opposed. Motion carried by voice vote.
2. Committee discussion was had regarding preauthorized expenditures without Village Board approval as it pertains to seminars, purchases up to a certain dollar amount. (Reference Section 2-543 of the Code of Ordinances). If registration for a seminar is a small amount it should only need Department Head approval and not be sent to the Village Board; for example, a lunch seminar that costs \$25.00 should be approved by the Department Head; an overnight seminar should be approved by the Village Board. Attorney Sosnowski will draft language to be discussed and reviewed at a future Committee of the Whole Meeting.
3. Trustee Pearse moved to send to the Village Board to accept and place on file the Annual Financial Report for the Village of Cherry Valley, Illinois for the Fiscal Year that ended on April 30, 2023 by Lauterbach & Amen, LLP. Trustee Belt seconded. All "AYE" none opposed. Motion carried by voice vote.

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**CHAIRMAN'S REPORT:** No Report.

**ADMINISTRATION REPORT:**

1. Dog Park Project in Baumann Park - Administrator Claeysen is still waiting for a revised quote for fencing, the original quote did not have the posts in cement. He is also still investigating a keyless entry system for entering the park. Public Works is working on getting the site cleaned up so it will be ready for fencing. Looking for suggestions on signage, it could be a plaque placed in the cement of the sidewalk, or posted signage recognizing Stephen Appell's donation to the village. More discussion to occur at the next Committee of the Whole Meeting.

**PLANNING AND DEVELOPMENT - CHAIRMAN TRUSTEE CARL WEDIG**

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

1. Trustee Wedig moved to send to the Village Board under the Ordinance Report a request for a Variance under Chapter 82, Section 82-55 of the Code of Ordinances for the Village of Cherry Valley, Illinois to Section 82-234(c)(3) CC -Commercial Community District to allow for the installation of electrical charging stations within 16.75 feet of the north side yard setback for the property commonly known as 2301 S. Perryville Road, Rockford, Illinois at the location indicated on the map filed at the Village Hall (PIN: 12-34-476-021). Trustee Hollembeak seconded. Village Administrator Claeysen stated that this passed the Planning and Zoning Commission Meeting by a vote of 6-0 with 1 absent. All "AYE" None opposed. Motion carried by voice vote.
2. Trustee Wedig moved to send to the Village Board under the Ordinance Report a request for a Text Amendment under Chapter 82, Section 82-56 of the Code of Ordinances for the Village of Cherry Valley, Illinois to Section 82-233 CN - Commercial Neighborhood District, Paragraph (a) Permitted Uses to allow the following: a) Resale Shops. Trustee Belt seconded. Village Administrator Claeysen stated that this passed the Planning and Zoning Commission Meeting by a vote of 6-0 with 1 absent. All "AYE" None opposed. Motion carried by voice vote.
3. Trustee Wedig moved to send to the Village Board under the Ordinance Report a request for a Text Amendment under Chapter 82, Section 82-56 of the Code of Ordinances for the Village of Cherry Valley, Illinois to Section 82-234 CC - Commercial Community District, Paragraph (b) Special Uses to allow the following: b) tattoo parlors. Trustee Neville seconded. Village Administrator Claeysen stated that this passed the Planning and Zoning Commission Meeting by a vote of 6-0 with 1 absent. Roll call vote was 5 "AYES" and 1 "NAY". Motion carried by voice vote.

**PERSONNEL COMPENSATION & BENEFITS - CHAIRMAN TRUSTEE SALLY HOLLEMBEAK.**

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**EXECUTIVE SESSION:** None.

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RECONVENE TO OPEN SESSION:

**ADJOURNMENT:** Trustee Hollembeak moved that the meeting be adjourned at 8:21 PM. Trustee Belt seconded. All "AYE" None opposed. Motion carried by voice vote.

Meeting minutes recorded by Village Clerk Kathy Trimble.

Meeting minutes reviewed by Village Administrator Jim Claeysen on September 7, 2023.