

**Minutes of the Regular Meeting**  
**Board of Trustees**  
**Village of Forreston**  
**Monday, March 6, 2017**

President Mark Metzger calls to order the regular meeting of the Board of Trustees of the Village of Forreston at 7:00 PM on March 6, 2017 and recites the Pledge of Allegiance. On roll call by Courtney Warren the following members are present: Trustees Marc Stamm, Gary Buss, Jeff Freeze, Ken Vinnedge, Ken Toms and Tim Drayton.

The minutes of the regular meeting of Monday, February 6, 2017 are considered for approval. Trustee Drayton makes a motion to approve the minutes as presented, second by Trustee Freeze. Yeas: Trustees Stamm, Freeze, Buss, Vinnedge, Toms and Drayton. Motion carries.

Renee Ludwig from the Hometown Days Committee updates the Board on the planning of Hometown Days and asks a few questions. The dates for the event are July 21 – 23. She wants to know if the Committee can count on the Village for the \$1,200 donation for the band and use the electricity hook up as they have the last 2 years. She also would like to know if they can count on the Village insurance and employees for help moving tables and such. President Metzger states the Board will discuss this at the next meeting.

Trustee Toms reports Turnroth Sign Co. has applied for a variance regarding the Dollar General sign. A Planning Commission meeting is in the works.

The claims list is considered for approval. Drayton makes a motion to approve the accounts payable as presented for a total of \$15,035.25. Freeze seconds the motion. Yeas: Trustees Stamm, Freeze, Buss, Vinnedge, Toms and Drayton. Motion carries.

A Law Enforcement Update from Police Chief Mike Boomgarden is reviewed for activity from February 21, 2017 through March 6, 2017.

Superintendent of Public Works Alan Cruthis gives a report of his department from February 20 through March 6, 2017.

Metzger reports he has been invited to 3<sup>rd</sup> grade this week to talk about local government. He invites anyone else to come along if they would like. He states ComEd will be installing smart meters in May and wanted to give everyone some notice. He presents the Clean Up Day grant application to the Board that we will be sending in to Ogle County. It is a 50/50 match if it is approved and will be set for May 19 and 20 of this year.

Metzger explains there are several offices that need to be bonded. It is currently covered under our insurance policy but it is up to the Board to set the amount for the Budget Officer and Clerk. The Treasurer is bonded at \$10,000 and the President is bonded at \$3,000. After a short discussion the Board decides to set the amount for Clerk somewhere between the amounts for President and Treasurer and the amount for Budget Officer to be set the same as the President. Motion by Drayton to set bond amounts for Village Clerk at \$5,000 and Budget Officer at \$3,000, 2<sup>nd</sup> by Stamm. Yeas: Trustees Stamm, Freeze, Buss, Vinnedge, Toms and Drayton. Motion carries.

Village Clerk Courtney Warren takes the Oath of Office for Budget Officer.

Sharon Pepin from Community Funding and Planning Services answers questions for the Board regarding the proposals for the creation of a TIF and Business Development District. Metzger explains we are not trying to push anything through tonight but we are in a unique position that is time sensitive and action will need to be taken rather quickly to take advantage of these economic tools. Pepin explains there are eligibility requirements for both of these districts that will not be met if we wait too long and there

is new construction taking place on the vacant land that we would possibly incorporate in the district. The creation of the TIF will cost \$55,000 and the BDD will cost \$25,000. Metzger states we will start to see revenue from the BDD quicker than the TIF which will take about 2 or 3 years. Pepin states we can pass a resolution to reimburse the Village once the revenue starts coming in. The Board would like to get a better grasp on where the money would come from before approving the proposals. They will discuss it at the next meeting. They will also discuss the Hometown Tech Solutions proposal for new utility billing and financing software at the next meeting.

Warren presents the Immense Impact Website proposal. The initial set up fee is \$300. The annual website subscription is \$439.45. Motion by Vinnedge to accept the proposal, 2<sup>nd</sup> by Drayton. Yeas: Trustees Stamm, Freeze, Buss, Vinnedge, Toms and Drayton. Motion carries.

Warren explains once we have a website we are required to have certain information on it, including our ordinances. In order to do this we will need to have some ordinances codified and linked online. The cost for all of this includes: \$3,700 to bring codes current, \$750 for a one time programming charge, \$250 for an initial prorated hosting fee and \$500 for an annual hosting fee after the first year. The board will discuss this at the next meeting.

The Board decides to table the discussion of the comprehensive plan for the next meeting.

Motion by Toms to go into Closed Session per ILCS 120/1 Sec. 2(c)(1) to discuss Personnel matters, 2<sup>nd</sup> by Freeze. Yeas: Trustees Stamm, Freeze, Buss, Vinnedge, Toms and Drayton. Motion carries. Enter Closed Session at 9:17 PM. Return to Open Session at 9:42 PM.

Motion by Toms to adopt FY2017-2018 salary adjustments discussed in Closed Session, 2<sup>nd</sup> by Vinnedge. Yeas: Trustees Stamm, Buss, Vinnedge and Toms. Motion carries.

Meeting adjourned at 9:44 PM.

Courtney Warren-Village Clerk