

**Minutes of the Village of Forreston Board of Trustees
Forreston Public Library Community Room
Monday, February 07, 2022, 7:00 PM**

Village President Metzger calls the meeting to order at 7:02 PM. The Pledge of Allegiance is recited by all.

On Roll Call by Clerk Drayton, Trustees Norris, Kalina, Buss, Busker, and Cotter are in attendance. Trustee Vinnedge is absent. Village President Metzger, Clerk Drayton, Maintenance Supervisor Timm and Chief Thiel are also in attendance. From the Public, Jane Koeller is present, and Jeremy Whitehead joins the meeting at 7:10 PM.

The Minutes of the January 17, 2022 Meeting are reviewed. Motion is made by Trustee Cotter to approve the minutes as presented and is seconded by Trustee Norris. On Roll Call, Trustees Buss, Kalina, busker, Cotter, and Norris respond with Yeas. Trustee Vinnedge is Absent.

The Minutes of the February 2, 2022 Special Meeting are reviewed. Motion is made by Trustee Norris to approve the minutes as presented and is 2nd by Trustee Kalina. On Roll Call, Trustees Busker, Norris, Buss, Cotter, and Kalina all respond with Yeas. Trustee Vinnedge is absent.

Public Comment: Jane Koeller speaks on behalf of Forreston Hometown Sauer Kraut Days. She states the committee meets the 4th Tuesday of every month at 6:00 PM in the basement of the Lutheran Church. Jane also asks about the permits that will be required. Chief Thiel states they are still in the works.

Trustee Cotter presents a Sign Permits Forreston Car Care at 202 S Ash. There will be 2 signs, one facing East and the other facing West. They will auto dim at night. One will scroll information. Trustee Cotter motions to approve the sign permit and is 2nd by Trustee Kalina. On Roll Call, Trustees Kalina, Busker, Buss, Norris, and Cotter all respond with Yeas. Trustee Vinnedge is absent.

The Accounts Payable are reviewed by the Board. Clerk Drayton states she had to list a check for the purchase of the new Village Hall, the coding is not correct and will be adjusted. Trustee Norris states the additional check written to the Ogle County Recorder's Office will also need to have coding changed. Trustee Norris states we need to put a new line in the budget for the building. Trustee Buss questions the Loan Payment made to the IEPA for Water Main Replacement. Clerk Drayton inadvertently listed it at Oak and Walnut Street. Phase 1 is for 3rd, 4th, and 5th Avenues. Motion is made by Trustee Norris to approve the Accounts Payable with the above changes and is 2nd by Trustee Kalina. On Roll Call, Trustees Buss, Norris, Kalina, Busker, and Cotter all respond with Yeas. Trustee Vinnedge is absent.

Committee Reports:

Streets & Alleys - Trustee Buss has nothing to report however, he does state he will meet with the finance committee to review numbers next week.

Sewer and Water - Trustee Vinnedge is absent, Maintenance Supervisor Timm states they are still working on the Water Meter bid.

Finance - Trustee Norris states the Audit was finally received last week and all looks good with that. The Finance Committee met on February 4th to review Revenue and Expense for December. The Budget timetable must be followed, per Treasurer Schneiderman. Trustee Norris states she will set a time to meet at the library, during the week of the 14th, Committee heads can schedule a time to meet and discuss any concerns. This should not take long, all committees have pretty much set their budgets. Trustee Norris also states Treasurer Schneiderman found an error in the minutes from the meeting of November 15th. Clerk Drayton is given the information to correct the minutes.

Buildings, Grounds, Parks, Zoning, Planning - Trustee Cotter states he is waiting for a quote from R & S regarding siding for the concession stand. The building must be brought up to code in order to receive food permit. Trustee Kalina states the Skate Park grant was denied again. It can be submitted again March 31st.

Ordinances - Trustee Vinnedge is absent. Chief Thiel states Attorney LeSage is aware the ordinances for Festivals, Parades, and Food Trucks need to be completed.

New Building Committee - Trustee Kalina states we have a quote from Zettle Bros Electric regarding the electric issues at the new building. There are hot wires and other issues. Currently, the work is just for getting the building up to code. Motion is made by Trustee Buss to have Zettle Bros do the electric to bring it up to code and is 2nd by Trustee Norris. On Roll Call, Trustees Busker, Norris, Kalina, Buss, and Cotter all respond with Yeas. Trustee Vinnedge is absent.

Clerk's Report - Clerk Drayton states Sonia has completed the Clean Up Day Grant. Garage Sales are set for May 13 & 14 and Clean Up Days will be the following weekend, May 20-21. We are scheduling dumpsters only. Jane states they have scheduled sidewalk days for the week prior. Clerk Drayton states that is Mother's Day weekend. Jane states they will change the dates. Clerk Drayton also states Noreen Sweetwood called her back and said she does not do office

space design. When asked, she stated that Wagner's in Freeport does. Clerk Drayton called Wagner's. Randy does their office design. He stated he would speak with the different departments regarding their wish lists, consult with Board members, take measurements, and complete a design – free of charge and no commitment. Trustee Kalina request his name and phone number. Finally, Clerk Drayton states there was an issue with the phone lines at village Hall last week. Comcast came out and a short was found in our lines. The technician stated our lines are in bad condition. The probability of this happening again is sooner, rather than later and we need to have someone run new lines. Trustee Buss states can we just get a phone with additional cordless phones. This still leaves the issue of the fax machine. That line is not any better. Trustee Buss states if we must have it fixed then have it fixed. Massey in Polo does phones lines. Clerk Drayton will see what can be done.

Chief of Police Report - Chief Thiel says scams are a very prevalent and all should be aware. The police will NEVER ask you to pay a fine with gift cards or bitcoin. If you receive a call, tell the caller you will not pay anything until you contact your local Sheriff's office. Chief Thiel states he has hired 1 new part time officer and that he has 4 applicants for the full-time position. Testing will be done on the 18th for the applicants.

Supt of Public Works Report - Maintenance Supervisor Timm states in the last 3 weeks they have plowed snow and hauled snow. In between, they took down some trees, ran the press, and did maintenance on the blowers. Scott also comments we are still using last year's salt. He is planning to have at least 2 of the 3 loads contracted for the year brought in so we are prepared for next year.

Village President's Report - President Metzger states he has spoken with several other communities, and they have upped their gaming fees to the newly regulated amount of \$250. The owners are making more than enough money from the machines to cover the increase. He states he would like to see this put on the next agenda.

New Business – there is no new business.

Old Business – the President Pro Tem Ordinance is briefly discussed. The Village does not have an ordinance in place allowing for a Board Member to state they are the Pro Tem president for the meeting. A motion must be made to elect someone as Pro Tem President for any meeting the village president is not at.

Also, while guests do not have to state their name at a meeting, if a sign in sheet is available, it must be signed by everyone in attendance.

There is no other Old Business to discuss. Trustee Norris motions to adjourn the meeting and is 2nd by Trustee Kalina. All are in favor. The Meeting is adjourned at 8:14 PM.

Respectfully submitted by Clerk Drayton