

Village of Forreston Board of Trustees Meeting

Monday, December 6 2021, 7:00 PM

At 7:00 PM Village President Metzger Calls the meeting to order. The Pledge of Allegiance is said by all in attendance.

On Roll Call by Clerk Drayton, Trustees Buss, Kalina, Busker, Vinnedge, and Norris are all present. Trustee Cotter is absent due to illness. Also present are Maintenance Supervisor Scott Timm, Chief Thiel, Budget Officer and Treasurer Fred Schneiderman, Clerk Drayton, and Village President Metzger. From the public, Jane Koeller and Alexa Zollner from Shaw Media are in attendance.

Minutes are reviewed and Clerk Drayton is asked to correct information regarding the reimbursement of funds with TIF, BDD, and Safe Routes. TIF funds are to reimburse TIF expense, BDD funds will reimburse BDD expenses, and Safe Routes funding came from Streets and Alleys (General Fund). With corrections made, Trustee Vinnedge motions to approve the minutes and is 2<sup>nd</sup> by Trustee Buss. On Roll Call, Trustees Busker, Kalina, Vinnedge, Norris, and Buss all respond with Yeas. Trustee Cotter is absent.

Public Comment – Jane Koeller thanks, Scott, Kevin, and Chief Thiel for all there help with decorations and barricades for Christmas in the Country. Everything looks wonderful!

Build/Demolition, Sign, Fence and Pool Permits – No Trustee Cotter and no permits for tonight.

Accounts Payable –

Approval of payment request for Fischer Excavating Water Main Replacement Project. Payment #1 for Fischer Excavating in the amount of \$99,618.40 with a retainage of \$11,068.75 (already withheld from requested payment amount). Trustee Norris motions to approve the pay request and is 2<sup>nd</sup> by Trustee Vinnedge. On Roll Call, Trustees Buss, Kalina, Norris, Vinnedge, and Buss all respond with Yeas. Trustee Cotter is absent.

Next, the Accounts Payable are reviewed. Trustee Vinnedge requests payment #17 to Bowman Electric be held back for review. Trustee Norris motions to approve the accounts payable excluding payment #17 for now and is 2<sup>nd</sup> by Trustee Busker. On Roll Call Trustees Kalina, Vinnedge, Busker, Norris, and Buss all respond with Yeas. Trustee Cotter is absent.

Committee Reports

Streets and Alleys – Trustee Buss has nothing to report

Sewer and Water – Trustee Vinnedge Fischer's will finish hookups and concrete work in the spring for the Water Main Replacement project on North Walnut and South Oak. Martin Co will not be working on the Lead Line Replacement tomorrow due to the cold weather. If the forecast for next week holds, they plan to have 2 crews in town next week.

Dan Pepin with Community Funding and Planning Services arrives at the meeting at 7:17 PM.

Finance – Trustee Norris reviews the Quartz renewal for employee health coverage in 2022. This is the least expensive option. Clerk Drayton states notices were enclosed with payroll checks stating the increases and total withholdings. The renewal will be on the next agenda for vote.

Ordinance 2021-10 Tax Levy is presented for vote. The increase is less than 5% so no public hearing is required. Trustee Norris motions to approve the Levy Ordinance 2021-10 and is 2<sup>nd</sup> by Kalina. On Roll Call, Trustees Buss, Kalina, Norris, Vinnedge and Busker all respond with Yeas. Trustee Cotter is absent.

Next, Ordinance 2021-09 Authorizing purchase of Real Estate is presented. Trustee Norris motions to approve the Ordinance and is 2<sup>nd</sup> by Trustee Busker. On Roll Call, Trustees Kalina, Busker, Buss, Norris, Vinnedge, and Village President Metzger all respond with Yeas. Trustee Cotter is absent.

Finally, the Agreement for Sale and Purchase of property is presented. Trustee Vinnedge notes that phase 1 mitigation has been done at the property, but the Village will be required to do phase 2. Holes will be drilled to check for air quality/fumes. Section 2A of the agreement allows for a variation in the closing date. Fehr Graham is working towards having everything done by December 31. Trustee Norris motions to approve the Agreement of Sale and is 2<sup>nd</sup> by Trustee Kalina. On Roll Call, Trustees Vinnedge, Buss, Kalina, Norris, Busker, and Village President Metzger all respond with Yeas. Trustee Cotter is absent.

Buildings Grounds, Parks, Zoning & Planning – Chief Thiel states the camera work recently done at Warnken Park is reimbursable under the ARPA funding. Coding and funding will have to be changed to reflect where the funding came from. Motion is made by Trustee Vinnedge and is seconded by Trustee Buss. On Roll Call, Trustees Norris, Vinnedge, Busker, Buss and Kalina all respond with Yeas. Trustee Cotter is absent.

Ordinances – Chief Thiel states he had a complaint brought about what a solicitor permit entails. If someone parks a food truck and opens for set hours repeatedly, are they a solicitor or a business? Chief Thiel states he has spoken with Attorney LaSage and he is looking into our ordinances. We may need to define things better and create a Food Truck permit.

Clerk's Report – Additional ARPA funding was received. Funding for communities that did not sign up for the funding was put in a pool and divided between the communities that are accepting the funding. We received final notice on rate for IMRF next year, and the percentage has decreased. Clerk Drayton also stated that she and Sonia have begun looking into an alternative to the software we are using. We have been told the upgrade that was scheduled for 2 years ago has been pushed back again – indefinitely. While Village Books is easy to use, it is also very outdated and requires repeated steps.

Chief of Police Report – The incident report is reviewed by the Board. Note is made regarding a landlord with dementia issues. The officers will continue to watch the situation.

Shop with a Cop was a success again! We have 4 kids that will go later this week as they were quarantined due to Covid. Office Klosa will begin putting snow ordinance tags on vehicles as a reminder of the odd/even parking ordinance and blocks that must have all vehicles removed for plowing. Chief Thiel also discussing the new uniforms being purchased for our officers.

Thiel also discusses the New Hire Testing. He would like to open applicants. He would like to open a testing date for applicants at the academy. Most academies are full, but he could possibly get 1 person in. The process would be to find an applicant we are happy with. A contract would be drafted allowing for the applicant to attend the police academy, at the Village's expense, in return the applicant would sign a 3-year contract. If the contract is broke, the applicant will have to reimburse the Village. Motion is made by Trustee Vinnedge to allow Chief Thiel to begin the application process and is 2<sup>nd</sup> by Trustee Kalina. On Roll Call, Trustees Norris, Vinnedge, Kalina, Buss, and Busker all respond with Yeas. Trustee Cotter is absent.

Public Works Report – Scott reports that we continue to have an issue with water loss. It is a combination of leaks, flushing, the Cherry Street and 4<sup>th</sup> avenue leak was heavy. Lead Line replacement causes water loss also. Today was the last day for leaf and brush pickup. The water pressure issue at a Willow Street residence has been fixed. Scott states he has never had this issue – the meter was seized up. The meter was replaced, and all is working fine now. He is still waiting on repairs to the pressure sensor. The guys will be working at getting the trucks ready for plowing. We have plenty of salt for the year, plus what is left from last year.

Village President Report – Dan Pepin states the 2<sup>nd</sup> payout for the Lead Line Replacement project should be on the December 20<sup>th</sup> agenda. He is working on an addendum for the Water Meter Replacement Project. When ready, he will

request the list of vendors who have already gotten the bid packet and send it to all. When we have all materials in hand, Dan advises we close out the loan in a timely manner.

Village President Metzger states Clerk Drayton has updated the employee list for Forreston Bucks. With the drop in employees, he suggests and increase for regular, part time employees.

Metzger states he will be placing an Executive Session on the next agenda for 6:15 PM.

The Employee Handbook review by the attorney's has not been completed yet. They plan to have something ready by the December 20<sup>th</sup> meeting.

Tom Hall purchased Candlelite trailer park this summer. He is requesting an address change for the property. He also wants to combine the 2 parcels into 1. VP Metzger states Attorney LaSage is looking into this also.

New Business – Resolution 2021-02 a Reciprocal Agreement on Exchange of Information between the Village and the Illinois Department of Revenue – VP Metzger states this is something that has lapsed and needs to be redone. This is an exchange of sensitive information regarding sales tax. Trustee Vinnedge motions to approve Resolution 2021-02 and is 2<sup>nd</sup> by Trustee Norris. On Roll Call, Trustees Kalina, Busker, Norris, Vinnedge, and Buss all respond with Yeas. Trustee Cotter is absent.

Old Business – Safe Routes to School reimbursement of funds. The Village spent \$26,200 from the Streets and Alleys (General Fund) for Observation and Engineering expenses. Motion is made by Trustee Norris to approve the reimbursement of funds and is 2<sup>nd</sup> by Busker. On Roll Call, Trustees Kalina, Vinnedge, Busker, Buss, and Norris all respond with Yeas. Trustee Cotter is absent.

There is no other old business.

Motion is made by Trustee Norris to adjourn the meeting and is 2<sup>nd</sup> by Trustee Kalina. All are in favor. The meeting is adjourned at 8:22 PM.

Respectfully submitted by Clerk Drayton