

**Minutes of the Village of Forreston Board of Trustees
Forreston Public Library Community Room
Monday, March 21, 2022, 7:00 PM**

Village President Metzger calls the meeting to order at 7:00 PM. The Pledge of Allegiance is recited by all.

On Roll Call by Clerk, Trustees Norris, Cotter, Busker, Kalina, Vinnedge, & Buss are in attendance. Village President Metzger, Clerk, Maintenance Supervisor Timm and Officer Klosa are also in attendance. From the Public Amber White is present.

The Minutes of the March 7, 2022 are reviewed. Motion is made by Trustee Norris to approve the minutes as presented and is 2nd by Trustee Cotter. On Roll Call, Trustees Cotter, Kalina, Vinnedge, Buss and Norris all respond with Yeas. Trustee Busker abstains due to being absent from March 7, 2022, meeting.

Public Comment:

Amber White states she would like to see if a stop sign can be put in at the intersection of E Garden and E Willow. She states that vehicles go too fast through the intersection. Trustee Vinnedge states that Chris will have to look at it and the ordinance will have to be changed. Trustee Buss asked if it is a certain time of the day. Amber said it is all the time. President Metzger states it will not be a problem to check into it.

Building Permits

Trustee Cotter presents the building permits

611 S. Walnut Ave Concrete work. East side of house will be a patio and dog run. On the front they are going to redo their sidewalk from porch to front of street. They are asking for a tube in front ditch. They are hoping to get it done right away in the spring. Motion is made by Trustee Cotter to approve the permit and is 2nd by Trustee Kalina. On roll call, Trustee Busker, Kalina, Vinnedge, Buss Norris and Cotter all respond with Yeas.

104 East State St Forreston Township Building. Replacing the shed on the east side of building. From the storm last year. It will be the same footprint that was there already. This is a no charge for permit from the storm damage. Motion is made by Trustee Cotter to approve the permit and is 2nd by Trustee Vinnedge. On Roll Call, Trustee Busker, Kalina, Vinnedge, Buss, Norris, and Cotter all respond with Yeas.

The Accounts Payable are reviewed by the Board. Motion is made by Trustee Norris to approve the Accounts Payable with the correction of removing one of the charges for the Municipal handbook 2nd by Trustee Cotter. On Roll Call, Trustees Buss, Norris, Cotter, Busker, Kalina, and Vinnedge all respond with Yeas.

Committee Reports:

Streets & Alleys - Trustee Buss states he does not have anything new. Still working on bids for seal coating.

Sewer and Water – Trustee Vinnedge States Martin has been getting a lot done but the rain this week will slow them down. He also states that we have a big water leak in town that they have not been able to find. They had Midwest leak Detection in town today and they will be back again tomorrow.

Finance - Trustee Norris states everyone got a copy of the budget and that this is the latest, however there may be a few tweaks before the final copy, she also states that a utility line will need to be added in the administrative budget for the gas and ComEd at the new building. Also need to get the budget put in for the new building.

Trustee Norris states we have had discussion regarding wage increases in Executive Session and she motions to approve the proposed wages Trustee Vinnedge 2nd the motion. On Roll Call Trustee Cotter, Busker, Kalina, Vinnedge, Buss, and Norris all respond with Yeas.

Buildings, Grounds, Parks, Zoning, Planning - Trustee Cotter states he met with Ogle County Health Department and Dave and Kim Vinnedge from the Lions club. He stated a lot needs to be done but he asked the Health Department what can be done to make some money for the concessions this year. The Health Department stated that they can clean up the building and sell packaged products to bring in money this summer and work at the improvements slowly as money is available.

Ordinances – Trustee Vinnedge motions to approve the Public Comment ordinance 2022-03 2nd by Trustee Norris. On Roll Call, Trustee Buss, Norris, Cotter, Busker, Kalina, and Vinnedge all respond with Yeas.

New Building Committee – Trustee Kalina states that the committee is meeting on Monday March 28th at 5:30pm.

Clerk's Report – Clerk stated a member from the 4H club contacted the office about wanting to plant 1 or 2 oak trees at Warnken park. It was agreed that it would be ok for one tree to be planted. Maintenance Supervisor Timm will find a location for it to be planted. Clerk also stated the liquor and gaming license need to be taken care of soon. President Metzger will speak with the owners of the establishments this week. It was discussed that the new clerk would like to join the Municipal Clerks of Illinois for the education on duties of the position. All agreed this would be a good idea and are ok with the new clerk joining. Clerk also discussed the issues we had this week in the office with the auto read program for reading meters. She stated that meters did get read and we think the issue is resolved. She stated that through this we have realized there is a lot with the village books program that we do not currently utilize. She spoke with Brian from Village Books, and he said he could do a training session to learn the parts that we do not use. President Metzger stated if we can set up a time for Brian to come help that would be fine with him.

Chief of Police Report – Officer Klosa states there is a resident that has locked herself out of her house several times. This issue is being addressed. He also states that there was an incident at the school where they went on lock down for a juvenile who possibly brought a gun to school. The juvenile and the gun, which turned out to be a bb gun, were swiftly taken into custody. The hard lockdown lasted until we knew no other kids were involved. This is still a pending investigation, and we can only release a small amount of information. He also stated there was a barn fire in the area of Summer Hill Road and Townline Road early Saturday morning. It is not believed to be suspicious at this time.

Supt of Public Works Report - Maintenance Supervisor Timm reviewed his report. He stated they started brush pickup. They opened the bathrooms at Warnken Park. He stated Martin's did get about 1.5 blocks done this past week. Trustee Buss stated that the batting cage nets will need to be put up. Buss also asked how often the wells need to be pulled. Maintenance Supervisor Timm said he would check into it.

Village President's Report - President Metzger discussed using zoom for the future meetings. He stated that he is the only one that can send out meetings invites. He stated he will cancel his membership and have the Clerk sign up with an account for the Village.

President Metzger stated we have a new clerk Tanya Shenberger, and we have the Oath of Office for her to recite. Tanya read the oath aloud.

Next, Authorization of the new clerk Tanya Shenberger to be added to the following accounts and debit card at Solutions Bank ####43, ###98, ###53, ####48, #####53, #####51, #####64, #####80. Michelle Drayton and Mark Rust will be removed from all accounts and debit card. We also want Tanya to have business online with the bank. Trustee Norris motions to add Tanya Shenberger to the bank accounts and to take Michelle Drayton and Mark Rust off the accounts and is 2nd by Trustee Kalina. On Roll Call Trustee Cotter, Busker, Kalina, Vinnedge, Buss and Norris all respond with Yeas. President Metzger states he will be meeting with the bar owners this week regarding the liquor/gaming license.

New Business –Discussion and Approval of IEPA Loan 17-5764 Lead Services Replacement project Loan Request #5 in the amount of \$29,274.03 including Fehr Graham Construction Engineering invoices and CFPS Loan Administrative Invoice. Motion to Approve the payment by Trustee Vinnedge 2nd by Trustee Norris On Roll Call Trustee Buss, Norris, Cotter, Busker, Kalina, and Vinnedge all respond with Yeas.

Old Business – OMA and FOIA training – Trustee Norris asks if everyone wants to do the training as a group. All agree and it is tentatively set for Saturday April 9th at 9am.

Trustee Norris also reminds everyone that if there is a committee meeting with two or more members, we will need an agenda posted and minutes need to be taken.

President Metzger offers motion for adjournment and is 2nd by Trustee Kalina. All are in favor. The Meeting is adjourned at 8:26 PM.

Respectfully submitted by Clerk Shenberger