

**Minutes of the Meeting of the Board of Trustees
Village of Forreston
Monday, December 20, 2021, 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 Vinnedge, Norris, Kalina, Busker, Cotter and Buss are all in attendance along with Budget Officer and Treasurer Schneiderman, Chief Thiel, Maintenance Supervisor Timm, Village President Metzger, and Clerk Drayton. There is no one from the Public.

Minutes of the December 6, 2021, Meeting are NOT approved as not everyone had a copy. This will be added to the agenda for the January 3rd, 2022, meeting.

Public Comment – there is no public comment

Building/Demolition, Sign, Fence & Pool Permits – there are no permits for this meeting

Treasurer's Report for month ending November 2021 - Treasurer Schneiderman reviews the account balances, receipts and disbursements, and the revenue for the month. The small property tax disbursement received will be the last for the year. Motion is made by Trustee Norris to approve the Treasurer's report and is seconded by Trustee Buss. On Roll Call, Trustees Cotter, Norris, Busker, Vinnedge, Kalina, and Buss all respond with Yeas.

Accounts Payable – the payment to EP Pump is questioned – Trustee Vinnedge states this was budget by Supt Rust. The funding is there for it. Trustee Buss asks why the Forreston Bucks funding comes from different funds. Most employees do not get paid from just one fund. Clerk Drayton attempts to explain that police and administration are all paid from the General Fund. Public works is split between Water, Sewer, and Streets. This way it is equitable among all pay schedules. Trustee Buss insists it should all come from the General Fund. Clerk Drayton is instructed to change the Forreston Christmas bucks all to the General Fund Miscellaneous account. Motion is made by Trustee Norris to approve the Accounts Payable with the above changes and is 2nd by Trustee Vinnedge. On Roll Call, Trustees Vinnedge, Kalina, Cotter, Buss, Norris, and Busker all respond with Yeas.

Committee Reports:

Streets & Alleys - Trustee Buss states after the 1st of the year, he would like to start meeting Scott to look at next year's budget.

Sewer and Water - Trustee Vinnedge states Martin & Co will continue to work as long as the weather holds. 51 lines have been replaced so far. They will have to stop when the ground freezes. All water mains have been replaced and have been pressure tested.

Finance - Trustee Norris states the Finance Committee meet and reviewed the Revenue and Expenses for November. They are still looking at how they will repay the funds from the creation of the BDD and TIF. Norris states, the funds will be put into the General Fund to use as payment for the new Village Hall. A meeting has been set for 10AM on January 4th to begin work on the 2022-23 Budget.

The Budget Officer Report for month ending November 2021 is reviewed. Budget Officer Schneiderman notes at this point, approximately 58% of the budget has typically been spent and 42% should be left. This is not true for all accounts, but it is a general rule of thumb. Motion is made by Trustee Norris to approve the Budget Officer's report and is 2nd by Trustee Cotter. On Roll Call, Trustees Buss, Cotter, Norris, Kalina, Busker, and Vinnedge respond with Yeas.

TIF Levy – Village President Metzger states this was put on the agenda as a proactive move. While it says it is a levy, we cannot change the percentage. He states he was unsure and had Clerk Drayton put it on the agenda so we could vote on it if needed.

Buildings, Grounds, Parks, Zoning, Planning - Trustee Cotter states he had a call that the lites were off at Warnken Park – someone had turned all the breakers off. Cotter states budget work has begun for this committee.

Ordinances - Trustee Vinnedge states he and Chief Thiel have been working on a permit for food trucks/street vendors. A sample ordinance from Attorney LeSage was in the packet. We are looking at a fee of \$100 for 3 days. Trustee Vinnedge states we will vote on the ordinance at the next meeting.

Clerk's Report - Clerk Drayton states she is still waiting for an appointment for her MRI and continues to have chiropractor appointments. She reminds the Board, employee lunch will be on Thursday. The office will be closed Friday, December 24 thru Monday, December 27. We will be open December 28-30th and closed again on December 31st and reopen on January 3rd with new hours of 8AM to 4:30 PM Monday thru Friday. Clerk Drayton states she is also working on end of the year items with the programmer and has ordered the needed W-2s and 1099's.

Chief of Police Report - Chief Thiel reviews the Police report and states they are beginning to have more domestic calls, as is typical for this time of the year.

Supt of Public Works Report - Maintenance Supervisor Timm states our water loss ratio has dropped 5% since last month. We will continue to see a drop in this as lead lines are replaced and watermain issues are resolved. He states the watermain replacements are complete. Clerk Drayton states a resident on North Walnut asked about her sidewalk – she has difficulties getting around and is afraid she will fall. Supervisor Timm states they cannot pour cement now but will see what they can do.

Village President's Report - VP Metzger states the debit card for the Public Works department was cancelled. He would like a card issued for Scott Timm to use. Discussion is held as to what account this will be tied to. Treasurer Schneiderman states it should be connected to the General Clearing account ending in 498.

There is nothing to report from the Executive Session held earlier tonight.

New Business – there is no new business.

Old Business

The Loan Request #3 for the Lead Service Line Replacement Loan #17-5764 in the amount of \$48,899.23 including Fehr Graham invoices and Martin & Co. Pay application #2 is reviewed. Trustee Buss asks if we are retaining funds, so we have control over when the project is completed. Trustee Vinnedge and VP Metzger state funds are being retained and the amount withheld so far is listed on page 7 of the packet. At this time, a total of \$19,169.50 has been retained. Motion is made by trustee Vinnedge to approve Loan Request #3 for the Lead Service Replacement project and is 2nd by Trustee Busker. On Roll Call, Trustees Kalina, Norris, Buss, Busker, Vinnedge, and Cotter all respond with Yeas.

Employee Handbook – the suggested additions/edits from the Village Attorney are reviewed. Trustee Norris has a copy with these already entered. Motion is made by Trustee Vinnedge and 2nd by Trustee Busker to accept the Employee Handbook with the changes from the attorney. On Roll Call, Trustees Cotter, Kalina, Vinnedge, Busker, Norris and Buss all respond with Yeas.

Employee Health Insurance – Trustee Norris states that as of December 31st, Katie will be on her own policy. The employees are aware of the increase in their rates and have no questions. Motion is made by Trustee Vinnedge to accept the new rates for the health insurance renewal with Quartz. This is 2nd by Trustee Cotter. On Roll Call, Trustees Norris, Busker, Vinnedge, Kalina, Cotter, and Buss all respond with Yeas.

Trustee Vinnedge notes the phase 2 mitigation is in process. Fehr Graham is hoping for reports back by the end of the week or beginning of next week.

There is no other old business.

Motion is made by Trustee Vinnedge to adjourn the meeting and he is 2nd by Trustee Kalina. All are in favor. The meeting is adjourned at 8:11 PM

Respectfully submitted by Clerk Drayton.