

Minutes of the Village Board Meeting

Monday, July 27, 2020

7:00 PM

Forreston Public Library

At 7:05 PM Village President Metzger begins naming the people who have logged in to the ZOOM meeting link. From the Public, Jane Koeller and Jeff Helfrich from Ogle County News Paper are in attendance. At 7:07 Village President Metzger calls the meeting to order. The Pledge of Allegiance recited by all. On Roll Call by Clerk Drayton, Trustees in attendance are Gary Buss, Vickye Norris, Monty Cotter, Ken Vinnedge, and Ken Toms. Jeff Freeze is running late from work and will sign on as soon as possible. Trustee Toms and Clerk Drayton are present at the Forreston Public Library, all others are logged in remotely via ZOOM.

The Minutes of the July 6, 2020 meeting are reviewed. There are no questions asked. Trustee Vinnedge motions to approve the minutes as presented and Trustee Cotter 2nds the motion. On Roll Call, Trustees Norris, Cotter, Vinnedge, Toms and Buss all vote Yea. Trustee Freeze is absent.

Public Comment – Jane Koeller states there were some issues last weekend in Oregon with the Vendor Fair and Food Vendors. Jane spoke with Courtney Warren earlier as she was in Oregon last weekend. Warren received an email from the Ogle County Health Department which has led to some changes for the food vendors for next weekend. 2 vendors will be in the parking lot by the library and 2 vendors will be at the empty lot South of Believe in the Children. Jane has 3 handwash/sanitizing stations coming from Mr. Outhouse so there will be one in each lot with the food trucks and 1 by the vendor fair area. Ogle County Health Department is sending signage to be posted regarding social distancing, mask wearing, etc. Jane states she is not going to be the social distance police. We can have groups of up to 50. They will do what they can to suppress crowds. Trustee Vinnedge asks how we will handle people in groups what if we have more than 50 people in a group? How will we handle that? Jane states we would have to get 50 people in a group. Chief Boomgarden is unable to unmute his device to comment. Trustee Buss is also concerned about the number of people and having Boom be the traffic police. Jane states that the vendor fair area will be closely monitored. It will be roped off with and entrance and exit. The 7 vendors will be spaced along Cherry Street, south of the R & S Building. There will be an attendant at the entrance and exit of the vendor area to keep track of the number of people inside the area. Chief Boomgarden reaches Clerk Drayton by phone and she relays there will be 2 officers on duty and they will disburse people if groups become an issue. Jane states there were no groups of 50 in Oregon, but after people ordered they would stand in groups. Chief Boomgarden states he tells people to keep distance between players on the basketball court and will express that when needed this weekend.

Jane then asked about the Welcome to Forreston sign on Hoffman's property. We have permission to weed and plant there, but who is going to head this up? VP Metzger states it would be best as a community project otherwise it will fall on the Village to maintain. Jane states she will reach out to different groups – churches, scouts, etc. and see if she can get some volunteers.

There is no more public comment and the public comment part of the meeting closes at 7:22 PM.

Trustee Toms presents the Building permits for tonight's meeting. He states the first item he has is an amended permit for Tim and Michelle Drayton at 306 W Logan Street. Drayton's are enlarging the screen porch area from 24x8 to 24x12. They have amended the application and paid the additional square footage fee of 19.20. Trustee Toms motions to approve the amended permit which is 2nd by Trustee Cotter. On Roll Call, Trustees, Cotter, Vinnedge, Norris, and Toms vote Yea. Trustee Buss votes Nay as he does not have an amended copy of the permit. Trustee Freeze is absent yet.

Next is a permit for the demolition of a barn/shed at 408 S Walnut. It is a no fee permit. Trustee Toms motions to approve the permit and it is 2nd by Trustee Vinnedge. On Roll Call, Trustees Vinnedge, Toms, Buss, Norris, and Cotter vote Yea. Trustee Freeze is absent.

Trustee Freeze joins the meeting at 7:25 PM.

A fence permit is presented for 203 S Walnut Avenue. Trustee Cotter presents this permit as the owner approached him regarding it. A 6' dogeared fence will run 47' north and south along the west edge of the property. The contractor has started the project not knowing the permit was not in place yet. Trustee Toms motions to approve the permit with no fine and it is 2nd by Trustee Cotter. On Roll Call, Trustees Cotter, Freeze, Vinnedge, Toms, Buss and Norris all respond with Yeas.

A concrete patio permit is presented for 509 5th Avenue. This patio was poured without a permit. It is a 16x20 concrete pad. The contractor did not realize a permit was needed. Trustee Toms states all is in compliance with setbacks, the patio permit fee has been paid, and he motions to approve the permit for the patio without the fine for proceeding without a permit. This is 2nd by Trustee Cotter. On Roll Call, Trustees Freeze, Vinnedge, Toms, Buss, Norris, and Cotter all respond with Yeas. Trustee Toms states we need to do a better job of letting residents and new contractors know what the ordinances are and who to contact if they have

questions. We used to give new residents a welcome to town packet that had information with ordinance. Trustee Cotter states he will work on a packet of information together for new residents.

Trustee Buss asks about patios made of pavers. Do they need a permit? New construction, pavers you do not need a permit but cement you do? Trustee Toms asks how big is the patio with pavers? Seth Gronewold comments that typically anytime you go from pervious to impervious you need a permit. I do not know what Forrester's code is, but that is typically how it works. Trustee Toms states if you get a permit to take out a wooden deck and replace it with the same thing, there is no fee. But we have another one coming up that there was no... (his connection froze, and the comment is lost.) VP Metzger states he feels a packet of information is a good idea to hand out to people and that business information should be included. Jane Koeller comments the businesses made bags for new residents and they are at Village Hall. She knows their neighbor did not get a bag and she questioned Michelle on it. Michelle told her people typically call the Village, they do not come into the office and the bags do not get delivered. We need to find a way to get them delivered.

At 505 S 5th Avenue another concrete patio was poured without a permit. The owner states he tore out a rotten, wood deck and was told he did not need a permit if he was replacing a previous structure size for size. The permit fee has been paid and all setbacks are within compliance. Trustee Toms motions to approve the permit with a fine for the patio and it is 2nd by Trustee Cotter. On Roll Call, Trustees Vinnedge, Toms, Buss, Norris, and Cotter respond with Yeas. Trustee Freeze responds with No. Trustee Freeze asks who told him he did not need a permit? Trustee Toms states he would not tell him.

Trustee Freeze states he has a comment regarding his neighbor. The ducks are gone the fence is gone. He also states he does not appreciate someone giving his name as the person who complained about his neighbor's fence. The Trustees all state they did not give the information. VP Metzger and Clerk Drayton both state the information was in the approved minutes and available to anyone in the office or online.

Fred submitted his Treasurer's Report but is unable to attend the meeting tonight. VP Metzger notes the community is supporting the local businesses well as our BDD funds for the month are more than usual. We can wait to pass the Treasurer's Report tonight or we can wait until next week, Fred will be at the meeting on Monday. Clerk Drayton states she has received the check from the Lions Club for the basketball court, but it has not been deposited yet. Trustee Cotter says thanks to everyone for supporting our local businesses. The BDD fund is up quite a bit. Trustee Buss asks if Fred ever put the water meter information on the report. Both VP Metzger and Trustee Toms both states it is on the back. Trustee Buss asks why the total is not shown. Clerk Drayton explains the revenue for the month is shown, not monthly totals. Motion is made by Trustee Toms and 2nd by Trustee Freeze to approve the Treasurer's Report for June. On Roll Call, Trustees Freeze, Vinnedge, Toms, Buss, and Cotter vote Yay. Trustee Norris vote No as she did not receive a copy of the report.

Trustee Buss asks if Fred can add it to the bottom of the front page. He wants a tally on the front of the reports with the other funds and a running total. Clerk Drayton tries to explain the meter fund is a line item, not a fund. Trustee Buss states he wants the monthly amount and the running total for both the Debt Repayment and new Meter fund. Clerk Drayton states it is within the Water and Sewer fund. Trustee Buss says it should not be buried in the water & sewer fund it needs to be on the front with a running tally. Clerk Drayton states she will speak with Treasurer Schneiderman regarding the issue.

The Accounts Payable are reviewed next. Trustee Buss questions why they are not given the correct report. Clerk Drayton explains this is the report we have been getting for the past 2 months. The Board was asking so many questions, she found a report that gave more information. Trustee Buss states he never approved a change in reports. Clerk Drayton states it was approved by the Board. Trustee Buss states, June 16 he had 2 different reports. Okay, Clerk Drayton replies, the last month you have had different reports. Trustee Buss states again he never approved the change and wants the line item report format back. Trustee Buss motions to return to the line item format and is 2nd by Trustee Freeze. On Roll Call, Trustees Vinnedge, Toms, Buss, Norris, Cotter, and Freeze all vote Yay.

Reviewing the AP Report again, Trustee Freeze questions the repairs to truck 1. The orange truck – broke spring and steering gear box. Then it passed inspection. Trustee Norris asks about the sports calendar, this fee is for the advertising, do we get one? Yes, Clerk Drayton responds. It hangs in the office. Trustee Norris motions to approve the accounts payable 2nd by Trustee Vinnedge. On Roll Call, Trustees Norris, Vinnedge, Toms, Cotter vote Yay. Trustees Buss and Freeze vote Nay.

VP Metzger brings the change back to the line item accounts payable report. Trustee Buss motions to return to the Accounts Payable report by line item and Trustee Freeze 2^{nds} the motion. On Roll Call, Trustees Vinnedge, Toms, Buss, Norris, Cotter, Freeze all vote Yay.

VP Metzger brings up the note on the agenda about the sports program. This is for the 2 sports programs done each year – fall sports and winter sports. Trustee Freeze asks if that is the \$198 on the Accounts Payable? No, that is for the calendar in the fall. This is additional. This has all the schools. Trustee Cotter asks do we know if they are going to have it? VP Metzger states on Wednesday there is an IHSA has a meeting to discuss sports. Trustee Norris asks if we do this every year? Clerk Drayton states we did not last year, but the 2 previous years we did. Trustees Cotter and Vinnedge think it is the right thing to do. Trustee Buss asks what will happen if they don't have it. Clerk Drayton is instructed to find out if there will be any refund if sports are canceled. On Roll Call, Trustees Cotter, Vinnedge, Tom Vote Yay. Trustee Freeze, Buss, and Norris vote Nay. VP Metzger Votes Yay.

Committee Reports: VP Metzger notes that Sharon from CFPS has joined us.

Street & Alleys: No report

Sewer & Water: We are tearing up the streets and alleys. Other than that, everything is going good. Trustee Buss asks if they will repair the streets also? Trustee Vinnedge responds it is part of Fischer's contract to do so.

Finance: Trustee Norris states we need to open an account for the IEPA Loan funds. Fred needs a motion from us to do this. I will motion to approve the opening of an additional account for the IEPA loan funds to be set up with Fred, Mark Metzger, Clerk Drayton, and Vickye Norris as signers. Trustee Freeze asks which loan is this for? For the work being done now? Trustee Vinnedge 2nds the motion. On Roll Call Trustee Norris, Cotter, Vinnedge, Buss, Freeze, and Toms vote Yay. Trustee Norris also states we have the BDD application for the BP Station to vote on. She hands this over to Trustee Cotter as he has spoken with the business owners. Trustee Cotter states he spoke with Hemendra Shah regarding the application. Trustee Cotter states he explained the BDD the Mr. Shah. They are doing a complete rehaul of the store, new bathrooms, moving the cash register and adding Hunts Brothers Pizza (which is already done). He has removed the Hunts Brothers from the application as he has already done that. We will approve up to \$5,000. The cost of what he has yet to do is \$30,000. Trustee Cotter told him he cannot start remodeling until we approve the application. We will reimburse the BP after the work is done and we receive receipts totaling \$5,000 or more. Trustee Buss asks if he had been talked to about the BDD previously? It was mentioned that Mark and couple others were going to go around to the business and talk about it. Did that ever happen? Trustee Cotter states because of the Covid we have not made it to all the businesses. Mr. Shah is looking to increase business in his store and have better presentation of his products. Trustee Cotter motions to approve the BDD request and Trustee Norris 2nds the motion. On Roll Call, Trustees Cotter, Norris, Vinnedge, Toms, Buss, and Freeze all vote Yay. Trustee Buss asks if he can apply for TIF funds? Trustee Cotter states he is interested but I want to talk with Sharon to learn more about it.

The Budget Officer's report is next. Budget Officer Klipping states you have both May and June reports. Everything is anticipated payments, and everything is standard. Trustee Metzger asks if there is anything standing out or alarming at this point? I did look at that, but I did not have the Payables, so I looked at May and the numbers do not look unusual. Trustee Metzger asks for a motion to accept the May and June Budget Officers reports. Trustee Freeze motions to approve the reports and it is 2nd by Trustee Cotter. On Roll Call Trustees Buss, Cotter, Freeze, Vinnedge, Toms all vote Yay. Trustee Norris votes Nay as she does not have a copy of the report.

Buildings Grounds, Parks, Zoning, & Planning: Trustee Toms notes that we have received the funds from Lions Club for the basketball court at Warnken Park. The concrete has been poured; the hoop is ordered. As for the Zoning change, I will turn that over to Trustee Cotter.

Trustee Cotter presents a change in Zoning request for the Building, Grounds, Parks, Zoning and Planning Committee. 106 N Locust Avenue is just North of where the new building is going up. It was purchased by Steve Moring and they are requesting the zoning be changed from Residential to Business. They would like to make a parking lot there. We must refer this to the planning Commission for this to happen, so that is my motion. Trustee Freeze 2nds the motion. Supt Rust states we will need a drainage study from the engineer to approve a parking lot. Trustee Cotter says yes. While we are going thru the Planning Commission process, they should look at the amount of water coming off the blacktop area. VP Metzger states we can put a provision in there that our engineer needs to go over plans or make sure the drainage is good to approve the parking lot. Trustee Vinnedge asks if we have any control over the parking lot? They don't need a permit for it. VP Metzger states he does not believe they need a permit for a parking lot, but we will vote after it is returned from the Planning Commission and we can put a provision in there about an approved drainage plan. Trustee Freeze states they will have to get a demolition permit for the house, too. Seth states you do not have to send it to the county as it is a parking lot, but you have it contingent on approval for drainage. On Roll Call, Trustee Freeze, Vinnedge, Toms, Buss, Norris, and Cotter all vote Yay.

Ordinances: We have the reworked UTV ordinance, but we are looking at a couple other ordinances to rework and will present them all at a later date.

Animal Control – No report

Clerks Report: Jonathan Schneiderman called regarding use of the Memorial park Shelter House during the school day for additional outdoor classroom space. They do not want the bathrooms unlocked at this time and they will sanitize the picnic tables and benches after every class. This would be an everyday issue so I wanted the Board consideration on this. VP Metzger asks for a motion for the schools to use the class weather permitting for outside classroom space. Trustee Buss asks if we need to check with our lawyers as we cannot do anything else in the park and isn't this the same scenario? If anybody gets it are we responsible? VP Metzger states phase 4 moved gatherings to 50 or less but we can check in with our insurance company and maybe Rob. Trustee Norris says yes we should talk to the insurance company.

Clerk Drayton informs the Board that they are receiving a lot of phone calls regarding the water main work. One question she was specifically asked was who will pay to water the new grass. This should not be the resident's responsibility or cost. Seth from Fehr and Graham states Fischer's is responsible for the grass to come back. If they plant grass and it does not come in, they will have to come back and replant it. Fischer's cannot seed until September per IDOT regulations.

Trustee Buss asks how often do we sanitize the drop off boxes? Clerk Drayton says daily. When we empty the box it gets sprayed on the inside and the back of the flapper. We spray the outside each day. Trustee Buss asks if that is enough? Do we need to look at a different way to drop them off with this Covid? Clerk Drayton states she can look into a different drop box. Trustee Buss states you should call Oregon to see how often you should be spraying it. Trustee Buss asks if we have gotten many calls on the due date for the water bill? Clerk Drayton responds yes, we have received many calls. I was having do more on her own as far as the water bills go. We print the bills to a pdf so we can review them. Every time we change something, we reprint to a new pdf. Then we can reprint with the correct information. Every time we reprint enter the bill date and the due date. The numbers were transposed.

Chief's Report – The report is reviewed by the Board. VP Metzger asks if Mike has anything else? Chief says he is not aware of anything else. He has received complaints on some of the drivers with the contractors. He has spoke with the contractor and now Mr. Fischer. There have been no complaints since he spoke with Mr. Fischer, so he feels all is well in hand.

Supt of Public Works Report – Things have been busy around town in the past month. Trustee Vinnedge asks if the Trailer Park has fixed the water leak. Trustee Cotter asks how long will White Oak be closed? They were aware that once they got to 5th avenue they needed to put a sign out on Freeport Road that there is no access to town and no turn around so I am assuming that is what they did. Unfortunately, there is an inconvenience for a while, but we will have a much-improved water supply when we are done. Supt Rust reviews the work done on trucks 1, 2, 3, 5 to pass inspection. Our newest truck is 18 years old and when they get old, they need upkeep. Sidewalks will be formed up at the 300 block of South Walnut. We may begin work next week at the park on the drainage with the pond and lagoon.

Village President Report – A few meetings ago there was talk about the siren. I stopped and looked at it, it is on a pole in the alley, so I am pretty sure it is ours. I believe it is the electricity and internet that Jeremy is letting us hook into. I do not know if we want to look into providing this on our own. Trustee Vinnedge states he will look in to. ComEd should be in town August 3rd to do upgrade. Also, The Local CURE. We have an allotment amount due to Covid. We have \$59,652.00 that can be used to cover expenses related to Covid. The ZOOM meetings, masks, gloves, thermometers these receipts can be reimbursed. I do not think we will come anywhere near the amount, but we can turn in receipts and will get reimbursements. Gary's questions about our water bill system, we could look into a new water bill drop system as that issue came up due to Covid.

VP Metzger turns the meeting over to Sharon Pepin with Community Funding and Planning. Sharon starts with the Project Update sheet. Phase 1 Water Main Project – Fischer's have started work. We can request reimbursement for design and engineering fees. You should have a request for funds of \$130,500 for fees already paid for project design and engineering this will need to be approved tonight. Sharon explains the Funding Status Summary sheet (\$110,500 Construction Design Fehr Graham, \$10,000 Project Plan Fehr-Graham, and \$10,000 Loan Admin services to CFPS. We have already paid \$120,500 to FG so this is reimbursement to the Village). This is paperwork we will see monthly from now on. The next page is the Spreadsheet. The only item not covered by the IEPA funding is \$12,730 for private water lines. This is the only item not covered by the loan. Last page is the Request for funding from IEPA. A motion is made by Trustee Vinnedge to approve funding #1 for \$130,500. Trustee Buss asks how the funds will be deposited. Trustee Vinnedge states the funds will go back into the account they were taken from. Trustee Cotter 2nds the Motion. On Roll Call Trustees Vinnedge, Buss, Norris, Cotter, Freeze, and Trustee Toms all respond with Yay. Sharon goes on to explain, part of the administrative work of the loan is that we have copies of ALL receipts. We need payroll,

subcontractor information, etc. CFPS has received no paperwork from Fischer's or their contractors. We must have all paperwork done correctly and receipts in hand. We have told them we hold their funds until we get all the paperwork we requested.

Phase 2 watermain replacement is on hold, we will move on.

Lead Services Replacement and Water meter Replacement Project. Both are being done as ONE loan application per IEPA. We will be moving forward quickly with the Lead Service Line replacement but the Water Meter Replacement we will not be putting out for bid until next spring and the loan agreement until July 2021. To move the Lead Services project along, we have to have the paperwork for BOTH projects as part of the application process. Trustee Buss asks why are we running these together? Sharon responds because IEPA wants one application. But they did not start out that way states Buss. Trustee Vinnedge states they requested it, the IEPA requested we do both together. Sharon states there are 2 separate loan numbers but 1 application. Trustee Buss asks, isn't the Lead Service fully refundable? Yes, Sharon replies up to \$4,000,000. Why do we need a loan application if we don't get any money trustee Buss asks. Sharon responds because the IEPA has their budgeting they have to do, and we have to do the paperwork process. We must request the funds and they are giving you money, but they don't request it back. Gary states I will not do anything until I have numbers. FG is doing the engineering proposal for \$130,000. The EPA changed their rules – we where going to do 2 phases to limit funds coming from the Village. Then they changed it to 4 million, so we are going to do it in 1 phase to. It looks like you are spending more, but that is because we can do it all at once now.

We will skip over the water meter part of this because there are items we need to work on that yet, correct? Trustee Vinnedge states Yes, we are tabling the Meter replacement for tonight.

Next Sharon has 2 contracts for administration services. The water meter one can be put on hold, but the Lead Service one needs to be part of the loan application process. When IEPA puts the loan agreement together they want the administrator just as they will need the contractor and engineer information. This needs to be approved for the loan to be processed. Trustee Vinnedge asks if we must pay this out of pocket now? Sharon says no, this is administrative and will be reimbursed as the project goes. What about yours Seth? Nope, well there was one invoice approved for \$8,900 so far but that will be reimbursed by the loan. The rest will come after the project is in progress. There will be no other expense. That will happen during construction and will all roll into the loan and we don't really owe any of it – it will all be forgiven. Just like now, I have instructed Michelle to not pay any of the invoices but to submit them to us. We will submit them just like what we showed you tonight and when the monies come in from IEPA, she can pay the bills.

Trustee Vinnedge motions to accept Fehr-Graham \$180,000 for Lead Service Line Replacement Construction Observation. Trustee Cotter 2nds the motion. On Roll Call, Trustee Toms, Buss, Norris, Cotter, Freeze, and Vinnedge all respond with Yay.

Trustee Vinnedge motions to approve Community Funding and Planning Services IEPA Admin Lead Services Replacement Project. Trustee Cotter 2nds the motion. On Roll Call, Trustees Norris, Cotter, Freeze, Vinnedge, Buss. Trustee Toms is not on the meeting right now.

Sharon then brings the revised CFPS agreement for \$45,000 for Lead Services Replacement and Water Meters. This was approved in December for the water meters, but Sharon wanted the wording to show both projects. The dollar amount is the same, the only thing that has changed is the wording. Trustee Vinnedge motions to approve the revised CFPS agreement for \$16,500 for IEPA Admin for Lead Services replacement and water meter replacement. Trustee Norris 2nds the motion. Trustee Buss states that is why I do not want to get them combined. Trustee Vinnedge states he does not feel we have a choice. VP Metzger states right now we are tabling all items regarding the water meter project. Trustee Buss is worried about being locked in. Vinnedge states this is just a contract with Sharon, not the IEPA. Buss states we have already approved contracts with her. Sharon explains this is just a revision for wording. You already approved this amount in December. VP Metzger states we are not getting into any contract saying we are spending \$500,000 on meters. If you do not do the meter project, there will not be fees. Seth states the Village has already approved the contract but all it said was labeled for the water meter project. All this does is add Lead Service Lines. There are no additional fees. VP Metzger explains we are approving application part. We would still need to approve from Fehr Graham and CFPS to move forward with the meter replacement project. On Roll Call, Trustees Cotter, Freeze, Vinnedge, and Norris respond with Yay. Trustee Buss votes Nay and Trustee Toms abstains as he was not present for the conversation.

Sharon next presents and Authorizing Loan Ordinance (2020-08) for both Lead Services and Water Meter Project. This ordinance needs to be approved to enter into a loan agreement with IEPA for a certain amount of money associated with the project. Trustee Buss states that is for the \$3,850,000. The dollar amount is an identified for the scope of work you are planning on doing. It does not mean you spend that much. We do not want to have to go back thru the process again. It does not mean you are going to spend all the money. Both projects are incorporated in the loan. The only part of the loan we will have to repay at all is for the water meters. There is a meeting Thursday to talk about the meters and look at more information. We will look at what the

payout is. We will have 50% funding for the meter project up to \$400,000. Our project will not be that much. Trustee Buss states I thought the project was only going to be \$2,000,000 to begin with. Seth states, that was when we were doing it in two phases because they would only forgive up to \$2,000,000. IEPA raised the forgivable amount to \$4,000,000 so we can do it in one phase. The amount listed is only for Lead Services. The Meter project is not included. Sharon states we should revise this after our meeting tonight to include the numbers for the meters. This ordinance is tabled until the next meeting.

Fehr-Graham is in the process of finalizing plans and specs for lead services. The draft has been provided and we have just started looking it over. Sharon asks if there are any other questions. There are none.

Dan now speaks about the Safe Routes to School process. He has sent the QBS (Qualified Base Selection) procedure to review. We would like to approve this at the next board meeting so jot down any questions you may have so we can address them. It is a requirement of IDOT for the project. We must follow the qualified base selection process. Once the adoption of this is done, we will start advertising for bids, and we will post on local bulletin boards. Each firm will submit a packet to introduce themselves and their projects. We will sit down with you and review each packet. It is an anonymous scoring format. There will be no names attached so it is a non-biased review. We will score each bid with you. You will end up with 2 choices and we will schedule an interview time with them. When we decide which is the most qualified engineer for the project, we then ask for a proposal and a cost estimate to complete the construction engineering. If we are happy with 1st firm, great. If not, we can turn them down and go onto the next firm. We can turn the 2nd down also and if we have a 3rd interview them. However, once you turn one down, we cannot go back. We would have to start the process over again. There is scoring criteria on page 3 which is a draft. We can make changes on the scoring if you want. VP Metzger states the steps are well written out and questions will be asked. We will rate and review them with you, we have questions of our own to ask, but whoever sits in can come up your own questions. VP Metzger asks do we need to come up with a committee for this? Dan responds yes. Trustee Cotter states he would not know what questions to ask. Trustee Buss states he is not in favor of the project anymore, so he does not want to be on the committee. Dan states we give you a list of general project questions for the committee to ask. Dan states he will make a couple revisions to the QBS information and would like to know the Committee name. This can be filled in at the board meeting. We need to have people who are available to sit in on the meetings. Trustee Vinnedge states he will lead it. It will be under Streets and Alleys and I will lead it. Dan states he will get the final draft to Michelle later this week so it can be approved at Monday's meeting. Seth states they have submitted the phase 2 design plans to IDOT. Phase 2 plans are what go out for bid and those are under review right now by IDOT so they can go out for bid this winter and begin construction in June of 2021.

VP Metzger states Sharon and Seth can sign off, we just have a couple things to finish up.

VP Metzger states we have Resolution 2020-01 IMRF Earnings. Clerk Drayton states this came about from our IMRF audit. We are calculating our contributions to Flex Spending accounts as taxable income. Some places do, some do not. It is required by IMRF that we approve this Resolution, or I will have to go back and possibly adjust everyone's IMRF. The effective date is to be "since inception" per IMRF as we would have to go back to the inception date of IMRF to see if there were any other discrepancies. Trustee Toms motions to approve the resolution and it is 2nd by Trustee Vinnedge. On Roll Call, Trustees Cotter, Vinnedge, Norris, Buss, Freeze, Toms all respond with Yay.

VP Metzger asks if there is anything else under New Business. Supt Rust states he has scheduled a meeting at 10AM at the Township building for more information on the water meter. Pepin's and another firm requested daytime. Trustee Toms asks how can I make an informed decision if I cannot be at the meeting? Trustee Vinnedge states he will get minutes for those who cannot be there. This meeting will drive down the costs of the water meters back down to where it should be. The numbers Fehr-Graham presented means we buy the meters, have a plumber put them in, and the Fehr Graham comes in to verify they were installed properly. Trustee Freeze ask why do we have to have a plumber put them? Trustee Vinnedge states we do not have to. We need to know what the IEPA requires us to do. The IEPA has their rules we must follow. Supt Rust explains we had a plumber install the last meters because if you wiggle a pipe wrong and end up with water in the basement the next day, the Village is responsible. If a plumber does the work, they are responsible, and their insurance covers it. The same plumber shows interest in doing it again. Trustee Vinnedge states he is going to drive the cost back down. Trustee Metzger asks if we still have the tape recorder? We can record the meeting. Trustee Vinnedge states Sharon agrees with him, Fehr-Graham does not need to be involved with this.

VP Metzger – old business? Metzger asks Trustee Buss if he has gotten a hold of the gentleman who owns the acreage by the sewer plant? Trustee Buss states he has not. He will get in touch with him.

Motion to adjourn Trustee Freeze motions to adjourn the meeting and Trustee Buss 2nds the motion. All are in favor of adjournment. The meeting closes at 10:07 PM

Metzger reminds the Board there is another meeting on Monday and it should be much shorter.