**Minutes of the Board Meeting**

**Village of Forreston**

**Monday, May 18, 2020**

**7:00 PM Regular Board Meeting.**

Due to the Clerk having issues logging into the ZOOM meeting, the meeting was called to order at 7:05 by Village President Metzger. The Pledge of Allegiance is recited by all in attendance.

On Roll Call by Clerk Drayton, Trustees Cotter, Toms, Buss, Freeze, Norris, and Vinnedge are all in attendance.

The Minutes of the May 4, 2020 meeting are reviewed, and no comments are made. Trustee Freeze motions to approve the Minutes, 2nd by Trustee Toms. On Roll Call, Trustees Cotter, Toms, Buss, Freeze, Norris, and Vinnedge all respond with Yeas.

There is no Public Comment made.

Trustee Toms presents the Building Permits beginning with two permits that were tabled at the May 4th Meeting. First, the permit for 101 N Prairie Drive. It has been resubmitted with the application completed by the property owner and signed by the owner. The permit fee and fine have been paid in full. Trustee Toms motions to approve the permit, 2nd by Trustee Cotter. On Roll Call, Trustees Cotter, Toms, Buss, Freeze, Norris, and Vinnedge all respond with Yeas.

Next is the permit for 103 N Prairie Drive. Again, this permit is being resubmitted with the corrected application process being followed. The permit has been paid in full. Trustee Toms motions to approve the permit, 2nd by Trustee Cotter. On Roll Call, Trustees Cotter, Toms, Buss, Freeze, Norris, and Vinnedge all respond with Yeas.

Next is a permit for 512 S Walnut Avenue. This is a tear-off of the existing porch and it will be replaced by a larger deck. It will not be enclosed so it is allowable in the front yard. The fee has been paid for the permit. Trustee Toms motions to approve the permit, 2nd by Trustee Freeze. On Roll Call, Trustees Cotter, Toms, Buss, Freeze, Norris, and Vinnedge all respond with Yeas.

Next is a fence and shed permit for 301 E Willow Street. The shed is 16 x 16 feet. It will set to the east side of the house and it meets the required setbacks. The proposed fence will run 72’ North of the house and 78” across the South lot line to fence the back yard. This is a corner lot. The fence will not extend into the yard, beyond on the house, on either street side, and the permit fees have been paid in full. Trustee Toms motions to approve the permit, 2nd by Trustee Freeze. On Roll Call, Trustees Cotter, Toms, Buss, Freeze, Norris, and Vinnedge all respond with Yeas.

At 509 S 2nd Avenue, a proposed deck will be placed on the north side of the existing garage. Trustee Toms motions to approve the permit for 509 S 2nd Avenue, upon payment of permit fee, and it is 2nd by Trustee Freeze. On Roll Call, Trustees Cotter, Toms, Buss, Freeze, Norris, and Vinnedge all respond with Yeas.

Next, a 15’ x 15’ cement patio is proposed at 502 West Green Street. The patio will be on the north side of the house, meets all required setbacks, and the permit fee has been paid. Trustee Freeze motions to approve the permit, 2nd by Trustee Cotter. On Roll Call, Trustees Cotter, Toms, Buss, Freeze, Norris, and Vinnedge all respond with Yeas.

At 308 West Logan Street, there is a proposed deck to cover the existing sunk and crumbling front porch. There will be handrail as well as railing at the stairs. The deck is not enclosed and meets the front yard setbacks. The permit is paid in full. Trustee Toms motions to approve the permit, 2nd by Trustee Freeze. On Roll Call, Trustees Cotter, Toms, Buss, Freeze, Norris, and Vinnedge all respond with Yeas.

The final permit for the night is for the AT&T Tower. Trustee Toms turns this permit over to Trustee Vinnedge to present. Trustee Vinnedge states to Planning commission meeting was held on Tuesday, May 12th at which time the commission approved the variance for the setback issue with the tower. Trustee Vinnedge motions to approve Ordinance 2020-06, an Ordinance Authorizing A Variance Pursuant to the Petition of New Cingular Wireless PCS, LLC Northeast Corner of Ash and Elm Street, Forreston, Illinois which is 2nd by Trustee Toms. On Roll Call, Trustees Toms, Buss, Norris, Vinnedge, Cotter, and Freeze all respond with Yeas.

Trustee Freeze inquires as to the plans for the lease payments we will be receiving. Trustee Vinnedge explains we are waiting for parts for the noon whistle/weather siren. The signal will automatically sound for weather warnings and will have the option for a noon whistle. There will be five other people who will be registered and able to activate the siren. To do this, we will have to pay $2,500 per year to NOAA and part of the payments will pay for that. Trustee Toms, Trustee Buss, Trustee Norris, Trustee Vinnedge, Trustee Cotter, and Trustee Freeze. All agree to creating a line item for NOAA radio and funding with lease payments from AT&T. Remaining funds could be marked for a walking path and/or sidewalk. The lease payments will go in a separate line item and kept separate from the General Fund.

Trustee Buss asks if we have anything signed from Jeremy to allow us access to the siren. Trustee Vinnedge states no and VP Metzger says he has spoken with Jeremy and he is fine with it, but yes, we need something in writing. Trustee Freeze asks when construction will start. Trustee Vinnedge states he does not know when construction on the tower will begin, all the fiber optic lines were run underground last year for this. Trustee Freeze motions to approve the permit when the permit fees have been paid, Trustee Vinnedge 2nds the motion. Trustee Toms asks if there will be a fence required for the tower. Trustee Vinnedge states Yes, it is noted on their construction plans and required by the Ordinance. Trustee Toms states he does not see the additional fee for a fence on the permit. Trustee Buss asks if we can waive the $50 fence fee as the price of the permit is much higher than we typically receive. Trustee Freeze and Vinnedge have already motioned to approve the permit. Village President Metzger asks Clerk Drayton to do Roll Call. On Roll Call, Trustees Cotter, Toms, Buss, Freeze, Norris, and Vinnedge all respond with Yeas.

Village Treasurer Schneiderman reviews his report for month ending 4/30/2020. He states he did make a transfer from the Water and Sewer fund to the Capital Improvement fund to cover receipts which were budgeted. He also states the receipts for revenue are from February (sales tax). We will see next month what the shutdown has done to our revenue and how much loss of revenue we will have.

Accounts Payable are reviewed by the Board. Trustee Buss asks about the attorney fees and it AT&T has paid them yet. Trustee Vinnedge states no, they have not been reimbursed yet. Trustee Buss asks about the mowing receipts for 412 S 2nd Avenue – have we put a lien on this? Clerk Drayton responds that liens have been placed on the property, but it costs $63 to file the lien. It is not fiscally appropriate to file a lien every time we pay for the lawn to be mowed. Trustee Buss asks about the LEADS payment. Trustee Drayton explains it is what the Police Department uses to run license plates. It is in the budget and has been paid annually for many years. Trustee Norris motions to approve the Accounts Payable as listed, 2nd by Trustee Cotter. On Roll Call, Trustees, Toms, Buss, Freeze, Norris, Vinnedge, and Cotter all respond with Yeas. Trustee Buss asks for a report showing how we balanced out at the end of the fiscal year. Clerk Drayton responds she cannot do that until our audit is done, it will not be 100% correct. Trustee Drayton states she has still not heard anything from Wipfli regarding our audit or who the auditors will be. Trustee Buss states he would still like to see some figures. Trustee Drayton states she will put it on her ‘To Do’ list.

Committee Reports:

Streets & Alleys - nothing to report

Sewer and Water – nothing to report

Finance – nothing to report

Budget Officer Klipping reviews her report for month ending 4/30/2020. She states some of the numbers will get cleaned up by the auditors. She is concerned with our Social Security and IMRF, it is out of whack and we need to figure out what is happening there. Village President Metzger explains this may still be left over from when Alan retired. We will have to discuss it with the auditors when they come.

Buildings, Grounds, Parks, Zoning, Planning – Trustee Toms states there was a Planning Commission meeting last week. He was glad to see so many of the Village Board logged in on ZOOM to attend. He also states the dirt work has been done at Warnken Park in preparation for the new Basketball court to be poured.

Ordinances – nothing to report

Animal Control – nothing to report.

Clerk Drayton had nothing to report.

Chief Boomgarden reviewed his Police Report for May 5- 19th. There continues to be issues at night with teenagers and he continues to work extended hours. We have not caught our thieves from the other day and none of the guns have been recovered yet. He has removed solicitors from town today. The Country raided a party with about 150 kids Saturday night. Tuesday night will be graduation, four officers will be on duty for the event.

Supt. Rust reviews his Public Works report. He adds there is a pre-construction meeting to be held Friday, May 22 at 10:00 AM at the Township building to review and answer any questions for the Water Main Replacement Project. The MFT bid opening will be on June 1st at 10:00 AM at the Township Building also. The lift stations are being run on 1 pump each currently. After inspection, it was discovered that 3 of the 4 pumps needed repairs. The worst 2 were sent in and, when they are returned, the 3rd will be sent in for repairs. The salt bid for 70 tons was approved, but the cost has not been set yet. A letter was also sent to IDOT regarding the work needed on the storm sewer downtown. The Village is responsible for the inlets and 12 feet out from the curb. We will need a permit thru the state – we will need lead time to save up to do these projects. Chip Seal bid opening will be June 1st at the Township building.

The water replacement loan was approved by the IEPA. VP Metzger needs to sign paperwork and return. Trustee Buss asks if the funds have been set aside by the state – VP Metzger states yes, the funding is set aside. Village President Metzger states it will go into its own fund line. We would like to know when the state plans to do work so we can do our work first. Superintendent Rust also discussed the additional MFT funds released from the state and what they can be used for. Trustee Buss asks if the newly released funds can go toward this summer projects. Supt. Rust states No, the money is already set aside for that. It must go towards street improvements.

Village President Metzger reports that we have documents from Fehr Graham regarding the award of the bid for the Water Main Replacement Project. We need to officially award the construction contract to Fischer Excavating, Inc. Trustee Vinnedge motions to approve the construction contract with Fischer Excavating, 2nd by Trustee Cotter. On Roll Call, Trustees Freeze, Cotter, Vinnedge, Norris, Buss, and Toms all respond with Ayes.

Next, VP Metzger states CFPS is continuing to work on the Safe Routes to School paperwork for us. This will allow us to have the engineering services payed back to us. The next step is the mailing of required information to all the residents. The cost of this $3,000. Trustee Buss states he will not approve this. They continue to charge us for additional work. Trustee Buss feels we have paid enough for this project. Trustee Buss does not want to pay the $3,000. Village President Metzger counters with the fact that if this is not done, we will have to pay all the engineering fees. The funding of $179,590 has been set aside for this project by the State. No conclusion is reached in this matter.

New Business – Trustee Buss asks about the building appraisals done for Village Hall and the shop on South Chestnut Avenue. Clerk Drayton apologizes, they did not get put in the update packet on Monday. The copies were run. She states the full appraisals were sent to all Board Members today. Another email was sent explaining this and requesting the Board members to review the email before the meeting. Trustee Freeze also inquires as to why the appraisal invoices were not on the Accounts Payable list. Clerk Drayton responds she was unsure of how to code them and felt it would be fine to put them on for the June 1st meeting.

Trustee Cotter states the banner company opened today and the brackets were still in the shipping department. They will be sent ASAP and should be here in 2-3 days.

Trustee Norris asks if Byrd can mow a path across the railroad property so they can walk back and forth to where their grandchildren live. Village President Metzger states if they maintain it, not the Village, there is no issue with it.

The surveys to mail to residents regarding the possible construction of a new Village Hall building is discussed. The idea of the survey is to see where the residents feel the better location would be – downtown or out at 407 N Locust. There was heated discussion regarding the fact there are no prices for the projects included. VP Metzger explains we are asking for an OPINOIN on location only. When we know the resident’s feelings, we can look for more finalized prices. Nothing we have for prices included finish work and furniture. Trustee Vinnedge states they are basically the same.

Trustee Buss then asks how we will count surveys that are not returned. Village President Metzger states if they are not returned, then they do not care. But we must count them Trustee Buss states. VP Metzger states if we send out 660 surveys and get 40 back, then we will know 620 households do not have an opinion. But how will we track it Trustee Buss asks? Trustee Buss feels if we send 660 letters then we must have 660 answers. Trustee Buss states they have worked on a plan all winter. Trustee Buss feels without a dollar amount the responses will not be accurate. VP Metzger feels that until valid numbers for cost are provided, we cannot talk money. Trustee Norris says the survey is to just see what people think. If we only get 20 responses, then we know people really do not care. If that is the case, we can do what the Board feels best. VP Metzger states we will go with the 3-choice survey. This way there is a “no opinion” option. Surveys will need to be printed, labeled, and responses tracked so we know who has returned them.

Motion to adjourn was made 8:38 PM is made by Trustee Toms, 2nd by Trustee Vinnedge. All are in agreeance.

Respectfully submitted by Clerk Drayton