

**OF A REGULAR MEETING  
MAYOR AND BOARD OF TRUSTEES  
FOR THE VILLAGE OF FORSYTH, IL**

**Held at the Village Hall  
March 21, 2011**

**Call to Order**

Mayor Harold Gilbert called the meeting to order at 6:30 p.m.

**Pledge of Allegiance**

**Roll Call**

Upon call of the roll, the following Trustees were physically present:

Rasho, Johnson, Hubbard, Reed

Absent: Allsup, Morr.

**Also Physically Present**

Steve Langhoff, Lt. Scheibly, Deputy Reedy, Darrell Woolums, Larry Coloni, Rhonda Stewart, Jean Campbell, Charlyn Brautigam, Heather Kimmons, Kathy Mizer, Zeth Giles, Kerstin Trachtenberg.

**Adoption of Consent Agenda**

*\*\* Consideration of items listed on the Consent Agenda under the omnibus vote designation:*

1. Approval of Minutes of the Regular Village Board meeting held March 7, 2011.
2. Approval of Minutes of the Special Village Board meeting held March 8, 2011.
3. Approval of Bills presented for payment, March 17, 2011. *\*\*Invoices were always available for review upon request.*
4. Approval of Bills presented for payment, March 21, 2011. *\*\*Invoices were always available for review upon request.*
5. Approval of Treasurer's Report, February 28, 2011.

Trustee Hubbard moved, and Trustee Reed seconded, to approve the Consent Agenda, as presented. Upon a call of the roll, the vote was:

Yeas: 4—Rasho, Johnson, Hubbard, Reed.

Nays: 0—None.

Absent: 2—Allsup, Morr.

Motion declared carried by omnibus vote.

**Public Comment**

Zeth Giles who lives at 942 W. Forsyth Parkway was in attendance to speak with Trustees about concerns he has with the lack of, and inconsistent speed limits in different parts of the Village. He mentioned that approximately three weeks ago, a motorist was driving too fast near his home on West Forsyth Parkway, left the road and hit one of his neighbor's mailboxes. Earlier that same day, Zeth mentioned that he was out jogging on the sidewalk near where this happened. Forsyth Parkway winds through the Beaver Creek Estates Subdivision, and there is only one stop sign between the water tower at the east end of the road and County Highway 20, to the west. Zeth added that there are no speed limit signs anywhere along West Forsyth Parkway. He suggested that the speed limit be set at 25 miles per hour along this road, but stated

that he would really prefer it be set at 20 miles per hour, similar to a school zone. Zeth asked Trustees why there were speed limit inconsistencies in the Village, and what does it take to establish a reasonable speed limit along West Forsyth Parkway.

Public Works Director Larry Coloni was asked to respond to the questions raised by Mr. Giles. Larry explained that the speed limit is 30 miles per hour unless signs are posted with a lower or higher limit. He reported that unless the Village completes a speed study for West Forsyth Parkway, the speed limit cannot be lowered. Larry mentioned that to his knowledge no one has ever asked that a study be done for this area, but believes it would be a good idea.

Mayor Gilbert asked Staff to look at the feasibility of completing a speed study for West Forsyth Parkway. He thanked Mr. Giles for bringing this concern to the attention of the Board.

## **ADMINISTRATION REPORT**

### **LAW ENFORCEMENT—**

- Lt. Jeff Scheibly and Deputy Reedy were in attendance to comment on recent activity in the Village officers have responded to. Items mentioned include:

- Lt. Scheibly stated in response to the comments made by Mr. Giles that if there is anything officers can do to assist with speed enforcement in the Village to let the Sheriff's Office know. Officers will target those areas.

- Bike patrol will begin soon, weather permitting.

### **ADMINISTRATIVE REPORTS —**

Village Administrator Heather Kimmons mentioned that in addition to her report, Trustees have been provided with written reports or narratives from the Treasurer, Librarian, Public Works Director, and Engineer to review. Mayor Gilbert asked if there were any questions concerning any of these reports. There were none.

## **OLD BUSINESS:**

### **Fiscal Year 2011-2012 Draft Budget and 5-year Capital Plan Worksheets**

Village Administrator Heather Kimmons referred to the worksheets provided in meeting packets. She mentioned that they have been revised to reflect what Staff understood from the discussion held at the March 8, 2011 capital planning session. Heather mentioned that in her opinion, she believes the revised worksheets are fairly accurate.

Heather pointed out that in her report included in the meeting packet, Trustees will notice that she has recommended the Board consider making one change to the upcoming capital budget. This recommendation was made at the suggestion of Engineer Chuck Hunsinger. Heather explained that the Board had agreed to budget \$1,490,000 for the County Highway 20 project in Fiscal Year 2012-2013, but did not include anything in the Fiscal Year 2011-2012 budget for this project. Chuck suggests that if the Village realistically plans to do the project next year, the Board should allocate some money for preliminary engineering costs and land acquisition that will be needed this upcoming fiscal year. Chuck recommends the Board include \$18,000 for engineering fees and approximately \$210,000 for land acquisition. Heather mentioned that if the Board approves including these costs in the capital budget for Fiscal Year 2011-2012, these amounts could be deducted from what is budgeted for the project in Fiscal Year 2012-2013.

Heather mentioned that she has been made aware that one member of the Macon County Board has voiced opposition to the County participating in this project, but noted that she was not sure of how that position would impact the Village on moving forward with this project. She asked Engineer Chuck Hunsinger to comment on this issue.

Chuck replied that he does not know either. He explained that following a Macon County Board meeting, member Mr. Don Westerman stated that he was against the entire project and if anyone wanted to know why, they could speak with him directly. This will be done as part of the public input portion for the Federal funding process for this project. Mr. Westerman has alternated between objecting to parts of the project, and agreeing to parts of the project in the past. However, now he is against the County participating with the project altogether. Chuck reiterated that Mr. Westerman is a Macon County Board member, and noted that he is also on the Transportation Committee for the County.

Trustee Rasho commented that it was his understanding that the amount mentioned earlier by the Administrator, were only for the Village's portion of the first phase of this project. Forsyth's participation is only part of the overall plan for the County Highway 20 Road Improvement Project. Trustee Rasho emphasized that in his opinion, the Village should not do anything regarding this project that is independent of what the County Board has planned for this road. Macon County is the one to oversee the overall project.

Chuck mentioned that the first phase of this project is the drainage portion. Macon County has suggested that the Village be the lead agency on this portion because most of the costs associated with this part are Forsyth's responsibility.

Trustee Rasho commented that he sees no problem placing the numbers recommended by the Administrator in the Fiscal Year 2011-2012 budget right now. However, before spending any funds on this project, there should be a plan in place that is consistent with the County's plan and that plan should be approved by the Village Board.

Chuck suggested that before spending any money on this project, he believes there should be an intergovernmental agreement signed between the County and the Village that outlines exactly what the plan is and how much it is going to cost. Trustees agreed.

Trustee Hubbard referred to the proposed \$1.50 M deficit in the Water Fund, and noted that although it was briefly talked about during the capital planning session, Trustees should realize that the Village will be dipping into its reserves to fund some of the items planned for the upcoming fiscal year. For Fiscal Year 2011-2012, projects include

Well No. 7 Land Acquisition	\$ 10,000
Computer/Equipment	\$ 5,000
Shadow Ridge Estates Subdivision	
Water Main	\$161,100
Oreana Water Line Construction	\$552,000
Old Water Plant Remodel	\$ 30,000

Mayor Gilbert acknowledged that he was aware Trustees talked about this issue at the capital planning meeting, but noted that he didn't realize this much was going to have to be taken out of the reserves. Mayor Gilbert mentioned that he thought the only big thing to come out of the Water Fund was the Oreana Water Line project. He referred to the Old Water Treatment Plant Remodel project and asked why funding for this item would be taken out of the Water Fund, since this facility is no longer a water

plant, and not going to be used for that purpose in the future. Trustees agreed with the Mayor's comments.

Trustee Reed asked if it would not make more sense to consider remodeling the old Public Works Building instead of the Old Water Plant. He remarked that he doesn't think the old Public Works Building is being used to the extent possible since the Village has a new public works building.

Public Works Director Larry Coloni suggested Trustee Reed go with him to look at the different buildings to get a better idea of what each facility is used for. Trustee Reed agreed to do so.

With no further discussion Trustee Hubbard moved, and Trustee Rasho seconded, to approve the Fiscal Year 2011-2012 Draft Budget, as presented. Upon a call of the roll, the vote was:

Yeas: 4—Rasho, Johnson, Hubbard, Reed.

Nays: 0—None.

Absent: 2—Allsup, Morr.

Motion declared carried.

## **NEW BUSINESS**

### **Mayor and Trustee Timesheets and Payment Frequency**

Mayor Gilbert mentioned that it was his understanding that Trustee Hubbard asked that this item be placed on the agenda. He asked Trustee Hubbard to comment on it.

Trustee Hubbard mentioned that in his opinion, asking the elected officials to complete timesheets is a little redundant. He explained that beginning May 1, 2011 all of the Trustees and the Mayor will be paid a flat fee, instead of being paid by the number or type of meetings each one attends. Trustee Hubbard mentioned that the Clerk tracks attendance for Board meetings, and in the event someone would submit a Freedom of Information Act request pertaining to attendance, the information shouldn't be too hard to find. The second issue raised was the frequency of when Trustees are paid. Trustee Hubbard suggested changing the frequency of pay be made to hopefully lesson the workload for the Treasurer.

The Treasurer was asked for her opinion on this matter. Rhonda suggested the Board be paid at the end of the calendar year, December, and then again at the end of the fiscal year, April. However, she mentioned that it is up to the Board to make this decision.

Trustee Rasho moved, and Trustee Hubbard seconded, to change the frequency of pay for elected officials beginning May 2011. The frequency of pay for the Mayor and Trustees will be made twice a year, at the end of December and April of each year. The motion also included eliminating the timesheets for the elected officials. Upon a call of the roll, the vote was:

Yeas: 4—Rasho, Johnson, Hubbard, Reed.

Nays: 0—None.

Absent: 2—Allsup, Morr.

Motion declared carried.

### **Request for Contribution, Decatur and Macon County Area Crime Stoppers**

Mayor Gilbert recognized Steve Langhoff who was in attendance to present this request to the Board.

Steve Langhoff who lives at 475 Greenbrier Lane thanked the Board for the opportunity to come to tonight's meeting and talk to them on behalf of the Crime Stoppers Organization. He mentioned that he serves on the Plan Commission for the Village, and also this year has the pleasure of serving as the

Chairman for the 2011 Statewide Crime Stoppers Meeting. The meeting will be held at the Decatur Conference Center and Hotel from May 5-7, 2011. More than 100 people are expected this year.

Crime Stoppers is a not-for-profit organization and any contribution received from the Village would be tax-deductible. Steve referred to a letter he sent to the Village asking for a donation to help sponsor this event and defray some of the costs for those attending. The letter also outlined some of the sponsorship levels, but also indicated that any contribution would be appreciated.

Steve mentioned that since the Crime Stoppers inception in 1984, the Decatur and Macon County Area Crime Stoppers tips have led to the arrest of over 1,300 felons and have helped solve over 1,400 cases in Macon County alone. Over \$675,000 of stolen property and narcotics have also been recovered.

Steve commented that although he believes most of the participants attending the meeting will be staying at the Decatur Conference Center, he is hopeful that some of them may visit Forsyth to shop, eat, or buy gasoline. He thanked the Board for considering his request, and reiterated that any amount given would be very much appreciated.

Following a brief discussion Trustee Hubbard moved, and Trustee Rasho seconded, to approve contributing \$1,000 (Gold Sponsorship Level), to the Decatur and Macon County Area Crime Stoppers. Upon a call of the roll, the vote was:

Yeas: 4—Rasho, Johnson, Hubbard, Reed.

Nays: 0—None.

Absent: 2—Allsup, Morr.

Motion declared carried.

Trustee Reed mentioned that Hotel/Motel Tax Receipts were used for the contribution made to the St. Jude Organization in 2009 and asked if these funds could also be used for the contribution to the Crime Stoppers Organization. Trustees talked about this briefly and agreed to let Staff handle whether this was appropriate or not. Trustee Rasho stated that in his opinion, it is a Staff decision, but believes they should be consistent with how other organization's funding requests have been handled.

Steve thanked Trustees for allowing him to come tonight and also for their generous contribution to this organization. He mentioned that he would be in contact with Staff to see if any advertising for the Village is wanted as part of the sponsorship. Some individuals or groups want this, while others do not.

Mayor Gilbert wished Steve luck with the upcoming meeting. Administrator Heather Kimmons thanked Steve for his service to the Plan Commission.

### **Economic Development Recommendations, re: shuttle and tent for Farm Progress Show**

Mayor Gilbert mentioned that the Economic Development Committee has two items to recommend to the Board. First, the committee is asking that the Board provide funding to rent a tent for individuals waiting on the shuttle to take them to and from the Farm Progress Show and the Hickory Point Mall. The event is scheduled for the last weekend of August. The tent rented for 2007 cost about \$565. The Economic Development Committee is also recommending that the Village enter into an agreement with the Decatur Transit System to provide the shuttle service for the event.

Trustee Hubbard commented that in his opinion, the Village receives many benefits by providing this service. It is a big event, lots of people visit the area, and by providing the shuttle, visitors can visit Forsyth restaurants, the Mall, and stay in Forsyth hotels,

Trustee Reed remarked that he agrees and noted that the Village also receives a lot of good press from the Farm Progress Show.

Trustee Hubbard moved, and Trustee Reed seconded, to approve renting a tent for the 2011 Farm Progress Show and also authorize the Village to enter into an agreement with the Decatur Transit System to provide the shuttle service for the event scheduled for August, 2011. Upon a call of the roll, the vote was:

Yeas: 4—Rasho, Johnson, Hubbard, Reed.

Nays: 0—None.

Absent: 2—Allsup, Morr.

Motion declared carried.

### **International Chili Cookoff Sanction Fee**

Mayor Gilbert referred to a copy of the International Chili Cookoff Sanctioning Application included in meeting packets, and commented that the form needs to be completed, the fee paid, and submitted. The Economic Development Committee recommends the Board authorize paying the \$350 sanctioning fee and sending it in to reserve the date for the 2012 event. Trustee Reed mentioned that he believes this fee was paid out of Hotel/Motel Tax Receipts last year, and asked that it be done again this year.

Trustee Reed moved, and Trustee Hubbard seconded, to authorize paying the \$350 Chili Cookoff Sanctioning fee to schedule the date for the 2012 cookoff. Upon a call of the roll, the vote was:

Yeas: 4—Rasho, Johnson, Hubbard, Reed.

Nays: 0—None.

Absent: 2—Allsup, Morr.

Motion declared carried.

### **Future of Standing Advisory Committees - Activities and Events, Economic Development, Finance, Health & Safety Library, Parks & Recreation, and Public Works**

Mayor Gilbert suggested this item be table since all six of the Trustees were not present. Trustees agreed. He asked that the item be placed on the next meeting agenda.

### **Legal and Engineering Contracts**

Mayor Gilbert suggested that this item also be tabled since all of the Trustees were not present. Trustees agreed. He asked that the item be placed on the next meeting agenda. Hopefully, everyone will be at the April 4, 2011 meeting so that these two items can be discussed.

### **Miscellaneous Items**

#### *- Press Release*

Village Administrator Heather Kimmons announced that the Decatur Area Convention and Visitors Bureau (DACVB) will be holding a press conference on Tuesday, March 29, 2011 at 10:00 a.m. at the Hickory Point Golf Course Club House. The director of the DACVB has invited all of the Trustees to attend if available. Heather remarked that she is not sure of what the announcement is going to be.

Mayor Gilbert replied that the conference is going to just be a joint proclamation from the City of Decatur and Village Mayors. The proclamation has a fancy title, "*Discover Decatur/Forsyth....there's so much to see and do.*" Mayor Gilbert commented that he hopeful everyone that is available will attend. He remarked that he is very appreciative of the DACVB scheduled the conference at the Hickory Point Golf Course, and noted that this site is in neutral territory. Mayor Gilbert explained that although the golf

course is in the City of Decatur, it is surrounded by the Village Forsyth. He commented that it was nice for the DACVB to schedule the event close to the Village in order to allow as many people as possible to attend.

Heather mentioned that she pointed out this conference for those Trustees who might be interested in attending. The DACVB asked her to ensure that officials were notified and invited to the event.

*- Funding Request*

Trustee Hubbard mentioned that he talked to the Administrator earlier today about the Village possibly sponsoring a hole for the upcoming Ladies Only Golf Outing (LOGO) event scheduled for June 24, 2011 at the Hickory Point Golf Course. The cost per *hole* is \$150, which benefits the Children's Museum in Decatur. Approximately 50 area golfers are expected to participate in the event. Although this item is not on the agenda, Trustee Hubbard commented that he was hopeful Trustees would consider this request.

Village Administrator Heather Kimmons asked that if any of the elected officials has a problem with granting this request, to please speak with her after the meeting. The amount is within the Administrator's spending limit, so if there is a consensus from Trustees to allow this expenditure, Heather stated she would authorize the contribution. Trustees voiced no opposition to this request.

**Meet the Candidates Night**

Village Administrator Heather Kimmons mentioned that a *Meet the Candidates* Night has been scheduled for Monday, March 28, 2011 at the Community Center. She encouraged everyone to come. Heather commented that she is hoping that the format will be less formal than it has been in the past.

**Adjournment**

Trustee Hubbard moved, and Trustee Reed seconded, that the meeting be adjourned. The meeting was adjourned at 7:11 p.m. on voice vote.

By: \_\_\_\_\_  
*Village Clerk*