



Village of Savoy

Robert C. McCleary Municipal Center
611 North Dunlap Avenue
Savoy, IL

MINUTES OF
BOARD OF TRUSTEE STUDY SESSION

DATE: April 8, 2020

PLACE: ROBERT C. MCCLEARY MUNICIPAL CENTER
611 North Dunlap Avenue
Savoy, IL 61874

TRUSTEES PRESENT: President Joan E. Dykstra, Trustees John Brown,
Dee Shonkwiler, and Bill Vavrik

TRUSTEES PRESENT
VIA VOICE

CONFERENCE CALL: Trustees Jan Niccum and Heather Mangian

TRUSTEES ABSENT: A. J. Ruggieri

OFFICERS AND

PERSONNEL PRESENT: Levi Kopmann, Acting Village Manager
Billie Jean Krueger, Village Clerk
Dennis Donaldson, Village Treasurer
Jesse Stephens, Assistant Director of Public Works
Jason Dillingham, Savoy Fire Chief
Lon Pitcher, Assistant Savoy Fire Chief

CONVENED: 7:00 P.M.

ADJOURNED: 9:00 P.M.

1. CALL TO ORDER and ROLL CALL TAKEN

Chairman Brown called the monthly open and public Board of Trustees Study Session to order at 7:00 p.m. Roll was called of President Dykstra and the Trustees, with all answering present, Trustees Niccum and Mangian answering present via voice conference call, and Trustee Ruggieri was absent, and a quorum declared.

2. BUSINESS:

A. DRAFT OF PROPOSED FY2020-21 ANNUAL SERVICE PLAN & BUDGET

Chairman Brown stated that the Village Clerk had not received any phone calls or emails for public comment on the proposed Budget.

Levi Kopmann, Acting Village Manager, presented the Annual Service Plan & Operating Budget for Fiscal Year 2020-21. He specifically pointed out the following:

- Revenues from several taxes, including sales, income, gaming, and hotel-motel were reduced significantly from projections over the last few years. He is estimating this type of revenue to be reduced by 70% for 6 months as a precaution.
- Savoy's health plan will remain the same. Estimates included are based on quotes from our provider.
- Recreation Center revenues are reduced due to COVID-19. Staff also anticipates sending refunds for camps that have already been canceled.
- A study for a second fire station on the east side of the railroad is included, but this item depends on grants for the Curtis Road Grade Separation Project.
- Savoy's TIF Fund proposes significant investments in the grain elevator demolition and the recent purchase of the Brown-Woods property.
- The Sewer Fund includes engineering services for a sewer asset management plan
- Because Prospect Avenue will not be completed before the end of this fiscal year, the money originally allotted in the MFT Fund in 2019-29 will be moved into this proposed year.
- In the Capital Improvement Fund, the sidewalk infill line item has been increased. This will help facilitate construction of pathways through William Smith Park at Prairie Fields, and sidewalk construction at the corner of Wesley and Graham.
- Half of the money allocated for Pheasant Lane will be paid in the 2020-21 fiscal year.

- Improvements to Magnolia Court are included in the Capital Improvement Fund. The proposed funds will provide drainage relief and addition of sidewalks, since there are currently no sidewalks in Magnolia Court.

Chairman Brown stated he was concerned about how much income Savoy will be losing and asked Kopmann if IML had given him any loss of income amount from sales tax. Kopmann stated no, but he had overstated the sales tax revenues.

Kopmann went over the Budget page by page with questions or comments by President Dykstra and the Trustees as follows:

Trustee Niccum commented that on page 1, Line 331-Building Permits, he felt the \$55,000 amount was optimistic based on the economy.

Trustee Dykstra commented on page 1, Line 321-Liquor Licenses might have to be prorated if requested by certain Savoy liquor license holders.

Kopmann explained page 2. No questions about this page.

Page 3 – General Fund – Administration. Kopmann pointed out the need to develop a job description and begin the process of hiring and filling the full time position of Director of Planning & Economic Development and also to reach an agreement to spend the \$1.5 million TIF Fund so it won't be lost, possibly some of it on demolition of grain elevator and purchase remaining property on Route 45 to secure the area for Village Square concept near Dunlap Avenue and Church Street.

Page 4 – General Fund – Administration continued.

Kopmann stated that Savoy's Group Health insurance had increased by 15%

Page 5 – Community Recreation Center

Kopmann stated that the Director of the Savoy Recreation Center was not present. Discussion was held on the best way to adapt to COV-19 effect on membership, staffing, and programming.

Trustee Vavrik stated he believed now is the time to help keep the Recreation Center open, even if we have to continue funding it, and Trustee Dykstra commented how much it is an amenity for the citizens of Savoy.

Trustee Shonkwiler commented that even though he has always been an advocate for the addition of outdoor pickleball courts, it is good that project is not in the budget. Kopmann stated we can always amend the budget later.

Page 7 – Public Works

Jesse Stephens, Assistant Director of Public Works, stated there were not a lot of changes, but one change was being that a Public Works employee is now helping the Savoy Fire Department with any equipment maintenance to their fire trucks that are needed and that is working out very well. So, there was an increase in that fund for tools and equipment. Jesse also stated he had raised the building maintenance amount and traffic equipment repairs that were much needed.

Stephens also commented on some Public Works vehicles that were in bad shape. He asked for guidance from the Trustees on replacements.

Page 10 – Economic Development & Tourism

Dennis Donaldson presented this Fund Budget.

Trustee Niccum asked if the check of \$11,500 had been sent out for the Human Race event scheduled for 5-31-2020? Levi Kopmann stated no check had been sent out yet and he believed the event had been canceled.

Trustee Vavrik stated that with the economic incentives being underspent, it would be wise to figure out a smart way to spend this fund.

Trustee Shonkwiler questioned if the economic incentives line item could be used for salary for a new Director of Planning and Economic Development.

Trustee Shonkwiler stated that a replacement plan would be good to have for the Public Works Dept. Trustee Mangian stated she agreed with Trustee Shonkwiler.

Page 11 – General Fund – Capital Fund Transfers

Levi Kopmann explained these line items.

Page 12- Fire Department Fund – Service Objectives & Service Plan
Savoy Fire Chief Jason Dillingham explained the changes that were needed in this Fund and that will be updated in the final budget.

Pages 13 & 14 – Fire Department Fund
Fire Chief Dillingham explained that these pages need to be corrected, especially in wage increases and equipment replacements.

Trustee Niccum commented how important he believed the Fire Station Study on the east side of the railroad tracks, since over half of the Savoy residents live in this area and this line item should be pushed.

Trustee Vavrik asked about the METCAD updates. Dillingham stated the buy in was \$12,000 in addition to the \$15,000 budgeted.

Trustee Vavrik also asked what is the plan for staffing of firefighters. Dillingham stated presently there are 28 firefighters and he has a staffing proposal to be presented at a later date.

Trustee Brown stated the Trustees need to prioritize the funding requests presented by the Fire Department. Trustee Shonkwiler agreed also and said we will also have more runs to the west.

Page 15 & 16 – Village Property Fund
Trustee Dykstra stated she wondered what the downturn would be and will we be losing tenants.

Page 17 & 18 – Tax Increment Finance Redevelopment Project Fund-TIF 1 Old Town
Kopmann stated Savoy needs to push using the TIF funds for demolition of the grain elevator,

Page 21 & 22 – Sewer Fund
Kopmann stated the need to prioritize a plan for the Sewer Fund.

Page 31 – Capital Improvement Fund – 5 year
Kopmann presented a 5 year plan for the Capital Improvement Fund.

There was a consensus of the Trustees to cancel the BOT meeting of 4-15-2020 to give Kopmann more time to revise the Budget after tonight's meeting and possibly schedule a BOT meeting for 4-22 or 4-29 for the budget adoption.

3. ADJOURN:

There being no further business to come before the open and public Board of Trustees Study Session meeting, Chairman Brown adjourned the meeting at 9:00 p.m.

Respectfully Submitted,

/s/ Billie Jean Krueger

Billie Jean Krueger, Village Clerk

This meeting was recorded.

Minutes approved this *6th* day of May, 2020.

/s/ Billie Jean Krueger