



Village of Savoy

Wednesday, November 6, 2019 – 7:00 p.m.

Village of Savoy Combined Meeting of  
Board of Trustees, Planning Commission,  
Zoning Board of Appeals and  
Economic Development Commission

Meeting Location:

Savoy Recreation Center  
402 Graham Drive, Savoy, IL

**Note: The full Combined Meeting packet is available on-line at least 48 hours prior to the meeting at: [www.village.savoy.il.us](http://www.village.savoy.il.us)**

**AGENDA - COMBINED MEETING OF**  
**BOARD OF TRUSTEES, PLANNING COMMISSION,**  
**ZONING BOARD OF APPEALS AND**  
**ECONOMIC DEVELOPMENT COMMISSION**

1. CALL TO ORDER AND ROLL CALL OF BOARD OF TRUSTEES, PLANNING COMMISSION, ZONING BOARD OF APPEALS AND ECONOMIC DEVELOPMENT COMMISSION
2. PLEDGE OF ALLEGIANCE
3. PUBLIC PARTICIPATION
4. OTHER AGENDA ITEMS
5. **CONSENT AGENDA**
  - A. MINUTES – Board of Trustees of 9-25-19
  - B. MINUTES - Board of Trustees of 10-2-19
  - C. MINUTES - Board of Trustees of 10-16-19
6. **BUSINESS – BOARD OF TRUSTEES**
  - A. PRESENTATION BY CHAMPAIGN COUNTY REGIONAL PLAN COMMISSION - COMPREHENSIVE PLAN VILLAGE OF SAVOY UPDATE – DRAFT – JULY 2019
  - B. ORDINANCE NO. 2019-08 – AN ORDINANCE AMENDING CHAPTER 4 OF THE PERSONNEL POLICY HANDBOOK TO ALLOW FOR DRUG AND ALCOHOL TESTING
  - C. ORDINANCE NO. 2019-09 – AN ORDINANCE AMENDING CHAPTER 10 OF THE PERSONNEL POLICY HANDBOOK TO INCLUDE A REASONABLE SUSPICION OBSERVATION FORM
  - D. ORDINANCE NO. 2019-10 – AN ORDINANCE AUTHORIZING THE EXECUTION OF THE RMA MINIMUM/MAXIMUM CONTRIBUTION AGREEMENT
  - E. ORDINANCE NO. 2019-11 – ORDINANCE ESTABLISHING ANNUAL STIPEND OF SAVOY FIRE CHIEF AND ASSISTANT FIRE CHIEF
  - F. RESOLUTION 2019R-05 – APPROVAL OF ANNEXATION PLAT FOR PRAIRIE MEADOWS SUBDIVISION PHASE IV
  - G. RESOLUTION NO. 2019R-06 – APPROVAL OF FINAL PLAT FOR PRAIRIE MEADOWS SUBDIVISION PHASE IV
7. **STAFF REPORTS**
  - A. VILLAGE MANAGER
  - B. DIRECTOR OF PUBLIC WORKS/ENGINEER
  - C. ZONING ADMINISTRATOR
  - D. DIRECTOR OF PLANNING AND ECONOMIC DEVELOPMENT
  - E. VILLAGE CLERK
  - F. VILLAGE ATTORNEY
  - G. CHAMPAIGN COUNTY SHERIFF'S DEPARTMENT
8. **CORRESPONDENCE/THANK YOUS, MISC. – See Correspondence, etc. in your folder.**
9. **BOARD OF TRUSTEES COMMUNICATIONS**
10. **FUTURE MEETINGS (All meet at Robert C. McCleary Municipal Center, 611 N. Dunlap, unless otherwise noted) (SEE NOVEMBER 2019 CLERK'S CALENDAR)**
11. **ADJOURN**



# Village of Savoy

Robert C. McCleary Municipal Center

611 North Dunlap Avenue

Savoy, IL 61874

## MINUTES OF BOARD OF TRUSTEES MEETING

DATE: September 25, 2019 PLACE: Robert C. McCleary Municipal Center  
611 North Dunlap Ave.  
Savoy, IL 61874

TRUSTEES PRESENT: President Joan Dykstra, Trustees John Brown, Heather J. Mangian,  
Jan Carter Niccum, Dee Shonkwiler, A.J. Ruggieri, and Bill Vavrik

TRUSTEES ABSENT: None

OFFICERS AND  
PERSONNEL PRESENT: Richard Helton, Village Manager  
Levi Kopmann, Assistant Village Manager, Public Works/Engineer  
Dan Davies, Zoning Administrator  
Dennis Donaldson, Village Treasurer  
Lon Pitcher, Acting Fire Chief, Savoy Fire Department  
Billie Jean Krueger, Village Clerk

OFFICERS AND  
PERSONNEL ABSENT: Brandon Martin, Director of Savoy Recreation Center

GUESTS: Karen Bojda, Kemper CPA  
Curt Liles, Kemper CPA  
Ben Zigterman, News-Gazette

CONVENED: 7:00 P.M.

ADJOURNED: 8:00 P.M.

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### 1. CALL TO ORDER, ROLL TAKEN, QUORUM DECLARATION

President Dykstra called the meeting to order at 7:00 p.m. with roll call taken of President Dykstra and all Trustees, with President Dykstra and all Trustees answering present and a quorum declared.

### 2. PLEDGE OF ALLEGIANCE

President Dykstra led the pledge of allegiance to the flag.

**3. PUBLIC PARTICIPATION**

None Received.

**4. OTHER AGENDA ITEMS**

President Dykstra asked if there were other agenda items to be added. No other agenda items were added.

**5. BUSINESS**

**A. ANNUAL VILLAGE OF SAVOY AUDIT FOR THE YEAR ENDING 4-30-19**

Karen Bojda, Kemper CPA, presented the Village of Savoy Annual Financial Report for the year ended April 30, 2019, the Village of Savoy Tax Increment Financing Fund #1 – Old Town Area Audited Financial Statements for the year ended April 30, 2019, and the Village of Savoy Tax Increment Financing Fund #2 - Dunlap/Curtis Road Audited Financial Statements for the year ended April 30, 2019 and stated that the Village of Savoy had received a clean audit.

**Trustee Shonkwiler made a motion to accept and place on file the Village of Savoy Annual Financial Reports for the year ending 4-30-19, as presented, seconded by Trustee Mangian;**

**By Trustee Vote:**

**Ayes: Brown, Mangian, Niccum, Ruggieri, Shonkwiler, and Vavrik**

**Nays: None**

**Absent: None**

**B. AMEND PERSONNEL POLICY TO REMOVE 2<sup>ND</sup> PARAGRAPH IN COMPREHENSIVE GROUP HEALTH PLAN– RIGHT TO DETERMINE BENEFITS**

**Trustee Mangian made a motion to eliminate the 2<sup>nd</sup> paragraph of COMPREHENSIVE GROUP HEALTH PLAN – Right to Determine Benefits, found on page 61 of the Village of Savoy Personnel Policy Handbook, seconded by Trustee Brown;**

**By Trustee Vote:**

**Ayes: Brown, Mangian, Niccum, Ruggieri, Shonkwiler, and Vavrik**

**Nays: None**

**Absent: None**

**C. AMEND JOB DESCRIPTION – CAD OPERATOR/DEPUTY BUILDING INSPECTOR**

**Trustee Niccum made a motion to approve the job description – CAD Operator/Deputy Building Inspector to include in the job descriptions of the Village of Savoy, seconded by Trustee Brown;**

**By Trustee Vote:**

**Ayes: Brown, Mangian, Niccum, Ruggieri, Shonkwiler, and Vavrik**

**Nays: None**

**Absent: None**

#### **D. CANNABIS DISCUSSION AND DIRECTION TO STAFF**

President Dykstra and the Trustees reviewed a memo from Dick Helton summarizing the joint meeting of the Planning Commission and Zoning Board of Appeals held on 9-23-19 regarding their lengthy discussion relative to potential location of a recreational cannabis sales facility in Savoy, as well as the potential tax benefits Savoy could experience from such activity.

Helton also pointed out the two motions of recommendations to the Board of Trustees made and unanimously passed by the Planning Commission on 9-23-19 as follows:

Motion #1 was “to recommend to the Board of Trustees to levy a 3% tax on the recreational marijuana sales in the Village of Savoy”.

Motion #2 was “to recommend to the Board of Trustees to direct Village Staff to provide information and ground rules for Zoning and Special Use Permit options for the recreational marijuana sales in the Village of Savoy”.

Helton stated that he believes Staff is at a point on this subject that the Board can give some direction to them, if any, on the Trustees’ desire to address the subject.

Trustee Niccum stated that the Trustees have always taken the Planning Commission recommendations and since they did recommend to the Board of Trustees to levy a 3% tax on the recreational marijuana sales in Savoy, we should act upon that, and possibly pass a moratorium for one year.

Discussion was held by President Dykstra and the Trustees and some members said they wanted to make it clear that they weren’t in favor of recreational marijuana sales in Savoy.

President Dykstra stated she believed most of the Trustees want to make sure the Village is covered legally and still send a message that they, at this point, are not inclined to allow the sales of recreational marijuana, and even if the Village allowed dispensaries, requiring a special use permit would give the Trustees a say if one wanted to open in Savoy and a special use permit would have to go through the planning commission and get approval from them and the Trustees, so the Village would have definite control.

Trustee Vavrik stated he did not see a down side to having an ordinance in place and have the tax in place.

Trustee Brown stated he was in favor of passing the tax and consider the special use options later, because he thinks the chances are so small for Savoy being consider for a potential dispensary.

**Trustee Niccum made a motion to direct Staff to prepare an ordinance allowing the Village of Savoy to tax recreational marijuana sales at 3%, seconded by Trustee Vavrik;**

Discussion: Trustee Shonkwiler stated that, as a Trustee, he is supposed to separate his moral feelings from his fiscal feelings, but this is one matter that he just cannot do that and he would be voting against this motion.

Trustee Ruggieri stated he would also vote against this sales tax motion, despite the mix of opinions at a study session earlier this month, he felt the community was opposed to recreational marijuana sales and he did not believe there was any rush on the 3% tax and it would be more detrimental and send a missed message that we are supporting recreational marijuana sales in Savoy and he did not think the majority of Savoy residents support it.

**By Trustee Vote:**

**Ayes: Brown, Mangian, Niccum, and Vavrik**

**Nays: Ruggieri, Shonkwiler**

**Absent: None**

**Motion carried.**

**Trustee Niccum made a motion to direct Staff to prepare an amendment to the Zoning Ordinance that would require special use permits for any new dispensaries, seconded by Trustee Vavrik;**

**By Trustee Vote:**

**Ayes: Brown, Niccum, and Vavrik**

**Nays: Mangian, Ruggieri, Shonkwiler**

**Aye: President Dykstra voted yes to break the tie vote**

**Absent: None**

**Motion carried.**

**Trustee Ruggieri made a motion to direct Staff to prepare an ordinance to prohibit recreational marijuana sales in the Village of Savoy, seconded by Trustee Shonkwiler;**

**By Trustee Vote:**

**Ayes: Brown, Mangian, Niccum, Ruggieri, Shonkwiler, and Vavrik**

**Nays: None**

**Absent: None**

**Motion carried.**

Village Manager stated that the Trustees will vote on each of these motions at future meetings, but the ordinance to enact a 3 percent sales tax could come up for a vote as soon as next week at the 10-2-19 meeting, but Staff will need time to work on the other motions.

6. **STAFF REPORTS**

A. **SAVOY VILLAGE TREASURER**

President Dykstra and the Trustees reviewed the Treasurer's Check Register – Schedule of Accounts Payable for checks issued from 8/01/19 through 8/31/19.

**Trustee Shonkwiler moved to approve and pay the Schedule of Accounts Payable for the month ending August 31, 2019, as presented, seconded by Trustee Niccum;**

**By Trustee Vote:**

**Ayes: Brown, Mangian, Niccum, Ruggieri, Shonkwiler, and Vavrik**

**Nays: None**

**Absent: None**

Trustee Niccum asked Treasurer Donaldson if he was aware of a recently passed state legislation requiring employers to hold back 5% of an employee's salary for savings and the need for employees to opt out if they did not want this option. Donaldson stated he will check on this.

B. **SAVOY FIRE DEPARTMENT**

President Dykstra and the Trustees reviewed the Savoy Fire Department Activity Report and Fire Incident Summary for the period 8/01/19 through 8/31/19 presented by Acting Fire Chief Lon Pitcher.

Acting Fire Chief Pitcher presented the Monthly Alarm Response Summary August 1-August 31, 2019 showing a total of 59 alarm responses.

Acting Fire Chief Pitcher also presented a copy of a letter addressed to Illinois American Water requesting a grant in the amount of \$1,000 to purchase one iPad Pro to be used for CPR training for the fire department members, Village of Savoy staff, and community members.

Chief Pitcher reported there will be an Open House at the Fire Station October 6-12, since it is Fire Prevention Week, and he is working on the ISO rating, the Fire Department collected \$44,154 in fire contracts, and two new firefighters started. Also, some firefighters are doing some cleaning and rearranging at the Fire Station.

Trustee Brown asked Chief Pitcher to check and see if the Fire Foreign Insurance Board had been audited.

C. **SAVOY RECREATION CENTER**

In Brandon Martin's absence, President Dykstra and the Trustees reviewed the Savoy Recreation Center Report for the month of August, 2019.

Dick Helton reported that Brandon has been trying to get a quote for the proposed pickleball courts, because the ones he has received are much higher than he expected, and over the winter he will be putting together some specs and asking for bids for a possible spring project to build the pickleball courts on the west side of the Recreation Center.

Trustee Niccum recommended to include a wind block since the current layout is so close to the bike path and the possibility of Prospect being extended and completed to Church Street. Levi Kopmann stated he did not believe extending Prospect would happen for quite some time.

**7. BOARD OF TRUSTEES COMMUNICATIONS**

President Dykstra stated that the BOT Study Session of 10-9-19 was canceled.

The IML Conference attended by the President and some of the Trustees would give their reports at the 10-16-19 Board of Trustees Meeting.

Dykstra also announced the CIMOA meeting on 10-16-19 at St. Joe.

Also, the Savoy Christmas Lunch/Party would be held at the Savoy Recreation Center on Friday, 12-13-19.

**8. CORRESPONDENCE, THANK YOU'S - None**

**9. ADJOURN**

There being no further business to come before the Board of Trustees meeting, President Dykstra adjourned the open and public Board of Trustees meeting at 8:00 pm.

Respectfully Submitted,

*Billie Jean Krueger*

Savoy Village Clerk

This meeting was recorded.

Approved this \_\_\_\_ day of \_\_\_\_\_, 2019

*Billie Jean Krueger*



# Village of Savoy

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

**MINUTES OF**  
**BOARD OF TRUSTEES MEETING**

DATE: October 2, 2019      PLACE: ROBERT C. MCCLEARY MUNICIPAL CENTER  
611 North Dunlap Avenue  
Savoy, IL 61874

TRUSTEES PRESENT:                      President Joan E. Dykstra  
Trustee John P. Brown  
Trustee Heather J. Mangian  
Trustee Jan Carter Niccum  
Trustee Dee Shonkwiler  
Trustee Bill Vavrik

TRUSTEES ABSENT:                      Trustee A.J. Ruggieri

STAFF/PERSONNEL  
PRESENT:                                      Dick Helton, Village Manager  
Levi Kopmann, Assistant Village Manager/  
Public Works/Engineer  
Dennis Donaldson, Director of Planning & Econ. Dev  
Jesse Stephens, Assistant Director of Public Works  
Dan Davies, Zoning Administrator  
Billie Jean Krueger, Village Clerk  
Marc Miller, Village Attorney

STAFF/PERSONNEL  
ABSENT:

GUESTS PRESENT:                      Lt. Tony Shaw, Champaign County Sheriff Dept.

CONVENED:                                      7:00 P.M.

ADJOURNED:                                      7:45 P.M.

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## 1. CALL TO ORDER AND ROLL CALL

President Dykstra called the meeting to order at 7:00 p.m. Roll was called of President Dykstra and all Trustees with President Dykstra and all Trustees answering present, except Trustee A.J. Ruggieri was absent, and a quorum declared.

## 2. PLEDGE OF ALLEGIANCE

President Dykstra led the Pledge of Allegiance to the flag.

### 3. PUBLIC PARTICIPATION

President Dykstra asked if there was any public participation. None received.

### 4. OTHER AGENDA ITEMS

President Dykstra asked for other agenda items to be added. None were added

### 5. APPROVAL OF MINUTES

#### 1. MINUTES - Board of Trustees of 9-4-19

**Trustee Mangian made a motion to approve the Board of Trustees Minutes of 9-4-19, as presented, and Board of Trustees Study Session Minutes of 9-11-19, as presented, seconded by Trustee Brown;**

**By Trustee vote: Brown, yes; Mangian, yes; Niccum, yes; Vavrik, yes; and Shonkwiler; yes;  
Absent: Ruggieri**

**Motion carried.**

#### 2. MINUTES - Board of Trustees Study Session of 9-11-19

Trustee Vavrik requested a correction on page 3, last paragraph, third line, correct “for” to “from”.

**Trustee Mangian made a motion to approve the Board of Trustees Study Session Minutes of 9-11-19, as corrected, seconded by Trustee Brown;**

**By Trustee vote: Brown, yes; Mangian, yes; Niccum, yes; Vavrik, yes; and Shonkwiler; yes;  
Absent: Ruggieri**

**Motion carried.**

### 6. BUSINESS

#### A. ORDINANCE NO. 2019-06 – ORDINANCE AMENDING SAVOY MUNICIPAL CODE, CHAPTER 604 ANIMAL CONTROL

Trustee Brown moved to pass Ordinance No. 2019-06, as presented, seconded by Trustee Vavrik;

**By Trustee vote: Brown, yes; Mangian, yes; Niccum, yes; Shonkwiler; yes; and Vavrik, yes;  
Absent: Ruggieri**

**Motion carried.**

#### B. ORDINANCE NO. 2019-07 AN ORDINANCE OF THE VILLAGE OF SAVOY IMPOSING A MUNICIPAL CANNABIS RETAILER’S OCCUPATION TAX

Trustee Niccum moved to pass Ordinance No. 2019-07, as presented, seconded by Trustee Vavrik;

**By Trustee vote: Brown, yes; Mangian, yes; Niccum, yes; and Vavrik, yes;  
Shonkwiler, no;**

**Absent: Ruggieri**

**Motion carried.**

## **7. STAFF REPORTS**

### **A. VILLAGE MANAGER**

Village Manager Dick Helton presented his written monthly report for the month of September, 2019.

### **B. ASSISTANT VILLAGE MANAGER/PUBLIC WORKS/ENGINEER and ASSISTANT DIRECTOR OF PUBLIC WORKS**

Assistant Village Manager/Public Works/Engineer, Levi Kopmann, and Jesse Stephens, Assistant Director of Public Works, presented the Public Works Department's written monthly report for the month of September, 2019.

Trustee Niccum asked about the status of trees in Fieldstone Phase 2. Kopmann stated Phase 1 trees are complete, and he is working on making sure the developer completes putting in the trees in Phase 2.

Trustee Niccum reminded Public Works Dept. that sidewalks are still very much needed on the west side Wesley from Graham to Calvin.

Trustee Niccum also asked about an update on any future plans for a fire substation each of Dunlap Avenue. Helton stated that might be looked into when Savoy get a new Fire Chief.

Trustee Niccum asked Public Works to take a serious look at the possibility of having a four-way stop at the intersection of Graham and Wesley, because of speeding on Wesley and stop sign violations at this location.

Jesse Stephens explained that Ameren is putting in a 6" gas main down Church Street coming from the west and going east.

### **C. ZONING ADMINISTRATOR**

Dan Davies, Zoning Administrator, presented the Zoning Report for the month of September 2019, together with Building Permit Detail Report for the month of September, 2019 and stated Savoy had a total of 33 SFR so far this year, compared to 34 SFR this time last year.

### **D. DIRECTOR OF PLANNING AND ECONOMIC DEVELOPMENT**

Dennis Donaldson presented his written monthly report for the month of September, 2019 to President Dykstra and the Trustees.

### **E. CLERK**

Billie Krueger presented the Village Clerk's written monthly report for the month of September, 2019

**F. VILLAGE ATTORNEY**

Village Attorney Marc Miller presented his September, 2019 Status Report.

**G. CHAMPAIGN COUNTY SHERIFF'S OFFICE REPORT**

Lt. Tony Shaw was present to give a report from the Champaign County Sheriff's Department for the month of September, 2019 as follows:

- Stop sign and speeding violations
- Sheriff's Dept. will add additional security for the upcoming movie "Joker" and Savoy 16 to make sure there is a visible presence, since there was something on social media claiming there will be problems like at Aurora, CO.
- School resource Officer Foster working at Carrie Busey School for bike/walk and bike and ride to school events
- Also, will attend "safety day" at Cornerstone Church in Savoy on 10-19-19
- Savoy has three dedicated Deputies; plus, extra deputies are working on special areas of concern like at Colbert Park.

**8. BOARD OF TRUSTEES COMMUNICATIONS**

IML Reports to be given at the October 16, 2019 Board of Trustees meeting

Brainstorming meeting – Joan will get out information soon for possible dates of 10-25-19, 11-1-19 or 11-8-19.

**9. ADJOURN**

There being no further business to come before the open and public Board of Trustees meeting, President Dykstra adjourned the meeting at 7:45 p.m.

Respectfully Submitted,

*Billie Jean Krueger*

Billie Jean Krueger, Village Clerk

**This meeting was recorded.**

Approved this \_\_\_\_ day of November, 2019.

*Billie Jean Krueger*



# Village of Savoy

Robert C. McCleary Municipal Center

611 North Dunlap Avenue

Savoy, IL 61874

<b><u>MINUTES OF</u></b> <b><u>BOARD OF TRUSTEES MEETING</u></b>
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DATE: October 16, 2019

PLACE: Robert C. McCleary Municipal Center  
611 North Dunlap Ave.  
Savoy, IL 61874

TRUSTEES PRESENT: President Joan Dykstra, Trustees John Brown, Heather J. Mangian, Jan Carter Niccum, Dee Shonkwiler, A.J. Ruggieri, and Bill Vavrik

TRUSTEES ABSENT: None

OFFICERS AND

PERSONNEL PRESENT:

Richard Helton, Village Manager  
Levi Kopmann, Assistant Village Manager, Public Works/Engineer  
Dennis Donaldson, Village Treasurer  
Lon Pitcher, Acting Fire Chief, Savoy Fire Department  
Brandon Martin, Director of Savoy Recreation Center  
Billie Jean Krueger, Village Clerk

OFFICERS AND

PERSONNEL ABSENT:

GUESTS:

Jayne Deluce, CEO, Visit Champaign County  
Sean Widener, Clark-Dietz Engineering  
Ben Mertens, 501 Cushing Dr., Savoy, IL

CONVENED: 7:00 P.M.

ADJOURNED: 8:00 P.M.

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**1. CALL TO ORDER, ROLL TAKEN, QUORUM DECLARATION**

President Dykstra called the meeting to order at 7:00 p.m. with roll call taken of President Dykstra and all Trustees, with President Dykstra and all Trustees answering present and a quorum declared.

**2. PLEDGE OF ALLEGIANCE**

President Dykstra led the pledge of allegiance to the flag.

### **3. PUBLIC PARTICIPATION**

President Dykstra asked if there was any public participation.

Public Participation as follows:

Ben Mertens, 501 Cushing Dr., Savoy, IL – Stated he supported a dispensary in Savoy, mostly for revenue and was against the prohibition of sales of recreational marijuana in the Village of Savoy.

### **4. OTHER AGENDA ITEMS**

President Dykstra asked if there were other agenda items to be added. No other agenda items were added.

### **5. BUSINESS**

#### **A. VISIT CHAMPAIGN COUNTY – PRESENTATION BY JAYNE DELUCE, CEO**

Jayne Deluce, President and CEO of Visit Champaign County gave a presentation on the “Building Quality of Place” 2018-2019 Annual Report of Visit Champaign County. She passed out a Greater Champaign County Area Visitors Guide 2019-2020 of local events & festivals, local flavors, arts & culture, family adventures, and outdoor activities, and the 2018-2019 Annual Report. Deluce highlighted the following “Building A Sense of Place”:

- Social Media Promotion
- Local Business Promotion, mentioning Industrial Donut in Savoy
- Human Festival being planned by the Savoy Business Co-op Group
- Destination 2023
- Tourism Funding
- Community Partners
- Facility Development – The Yards, Downtown Champaign Plaza, Martens Center and Kickapoo Rail Trail
- Willard Airport
- IHSA State Basketball 3-year bid for 2021-2023 – bid has to be in by December 2019 that would create an estimated \$4.8 million in community impact. Deluce thanked Trustee Niccum for his input on this important bid.
- Visit Champaign County Team, Board of Directors and Foundation Board. Deluce thanked Dick Helton for his long and continued tenure on the Board of Directors

#### **B. COLBERT PATH BID APPROVAL**

**Trustee Vavrik make a motion to award the Colbert Park Pathway bid to Cross Construction in the amount of \$443,694.25, as presented, seconded by Trustee Brown;**

Discussion:

Sean Widener, Clark Dietz Engineers, stated that the apparent low bidder was Cross Construction with the bid being \$443,694.25 for construction of the Colbert Park Pathway with six bids being received and Cross being 23% lower than any other bid. Widener stated that the project will start on or before 10-28-19, taking approximately six weeks to complete, and with a completion date of 12-13-19. He also stated the landscaping would not be completed by that date, and the Savoy Public Works Dept. will judge a week or week and half after completion when it can be walked on.

**By Trustee Vote:**

**Ayes: Brown, Mangian, Ruggieri, Shonkwiler, and Vavrik**

**Nays: Niccum**

**Absent: None**

**Motion carried.**

**C. IML CONFERENCE REPORTS**

Trustees Jan Niccum, Bill Vavrik, Dee Shonkwiler, Heather Mangian, A.J. Ruggieri, Treasurer Dennis Donaldson, and President Dykstra gave their reports for their attendance at the IML Conference in Chicago on 9-19 thru 9-21-19.

**6. STAFF REPORTS**

**A. SAVOY VILLAGE TREASURER**

President Dykstra and the Trustees reviewed the Treasurer's Check Register – Schedule of Accounts Payable for checks issued from 9/01/19 through 9/30/19.

**Trustee Shonkwiler moved to approve and pay the Schedule of Accounts Payable for the month ending September 30, 2019, as presented, seconded by Trustee Brown;**

**By Trustee Vote:**

**Ayes: Brown, Mangian, Niccum, Ruggieri, Shonkwiler, and Vavrik**

**Nays: None**

**Absent: None**

**B. SAVOY FIRE DEPARTMENT**

President Dykstra and the Trustees reviewed the Savoy Fire Department Activity Report and Fire Incident Summary for the period 9/01/19 through 9/30/19 presented by Acting Fire Chief Lon Pitcher.

Acting Fire Chief Pitcher presented the Monthly Alarm Response Summary September 1-September 30, 2019 showing a total of 44 alarm responses.

Pitcher also mentioned the success of the "Open House" at the Fire Station attended by approximately 200 and the Public Education Week where the Fire Department entertained approximately 400 kids and 50 adults.

Pitcher stated that Engine 145 Ladder Truck had to be sent to Indiana for repairs.

Also, Pitcher said that he had been working on the ISO report and was 50% done and that some station duties had been changed around.

Also, Chief Pitcher showed the three Apple IPADS purchased with money donated by an Illinois American Water grant to the SFD and how useful they are going to be, even when placed in the fire trucks.

Pitcher stated he had received several thank you notes from Savoy residents and had even received a \$50 contribution for helping a resident with smoke detectors, and also at Parkview, a resident had burned rolls on her stove and the SFD had even cleaned her stove for the resident giving good customer service. Also, some of the young firefighters had been trying to learn from older experienced firefighters and he believed the SFD was going in the right direction.

**C. SAVOY RECREATION CENTER**

President Dykstra and the Trustees reviewed the Savoy Recreation Center Report for the month of September, 2019, presented by Brandon Martin, Director of the Savoy Recreation Center.

Martin highlighted some of the fall special programs and special events such as the 3 Mile Donut Run held on September 28 that collected \$500 for St. Jude Hospital, the Quilt Show on October 4-6 was a great turnout and a meeting is being setup to book future Quilt Show events, the Trick or Treat Street event on October 28 that is usually attended by approximately 400, and Craft Art Show to be held November 9 & 10.

**7. BOARD OF TRUSTEES COMMUNICATIONS**

President Dykstra reminded everyone of the upcoming Board of Trustees of November 6, 2019 at the Savoy Recreation Center that will be a combined meeting of the Trustees, Plan Commission, Economic Development Commission, and Zoning Board of Appeals to discuss the update to the Savoy Comprehensive Plan.

**8. CORRESPONDENCE, THANK YOUS - None**

**9. ADJOURN**

There being no further business to come before the Board of Trustees meeting, President Dykstra adjourned the open and public Board of Trustees meeting at 8:00 pm.

Respectfully Submitted,

*Billie Jean Krueger*

Savoy Village Clerk

**This meeting was recorded.**

Approved this \_\_\_\_ day of \_\_\_\_\_, 2019

*Billie Jean Krueger*

VILLAGE OF SAVOY  
CHAMPAIGN COUNTY, ILLINOIS

ORDINANCE NO. 2019 -08

AN ORDINANCE AMENDING CHAPTER 4 OF THE PERSONNEL POLICY HANDBOOK  
TO ALLOW FOR DRUG AND ALCOHOL TESTING

ADOPTED THIS  
6<sup>TH</sup> DAY OF NOVEMBER, 2019

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Published by authority of the President and Board of Trustees of the Village of Savoy this 6<sup>th</sup>  
day of November, 2018.

VILLAGE OF SAVOY  
CHAMPAIGN COUNTY, ILLINOIS

Ordinance No. 2019-08

November 6, 2019

AN ORDINANCE AMENDING CHAPTER 4 OF THE PERSONNEL POLICY HANDBOOK  
TO ALLOW FOR DRUG AND ALCOHOL TESTING

WHEREAS, the Village of Savoy, Champaign County, State of Illinois (the "Village") is a duly organized and existing Municipality created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Illinois Municipal Code, and all laws amendatory thereof and supplementary thereto with full powers to enact ordinances for the benefit of the residents of the Village and the Village previously enacted the Municipal Code of Ordinances of the Village of Savoy; and

WHEREAS, on November 6, 2019 the Village did adopt an ordinance amending its Personnel Policy Handbook to allow for drug and alcohol testing; and

NOW THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Savoy, Illinois as follows:

Section 1. Incorporation Clause.

The President and Board of Trustees of the Village of Savoy hereby find that all of the recitals hereinbefore stated as contained in the preambles to this Ordinance are full, true and correct and do hereby, by reference, incorporate and make them part of this Ordinance.

Section 2. Purpose.

This Ordinance is to amend Chapter 4 of the Village of Savoy Personnel Handbook making adjustments to allow for drug and alcohol testing.

Section 3. Chapter 4 of the Village of Savoy Personnel Policy Handbook is hereby amended to now additionally include Drug and Alcohol Testing as follows:

**"DRUG AND ALCOHOL TESTING"**

Employees are prohibited while on duty from consuming, possessing or being under the influence of alcohol or possessing, selling, purchasing or delivering illegal drugs, narcotics or marijuana at any time except in accordance with duty requirements. Employees must report to the Village in writing any known or anticipated side effects of medication or prescription drugs which they are lawfully taking immediately upon said effects first coming to the attention of the Employee.

Where the Village has a reasonable suspicion to believe that an employee is under the influence of alcohol or under the influence of drugs, narcotics or marijuana, while on duty, the employee may be required to submit to alcohol or drug testing. A positive finding will result in discipline. If the Village elects to discipline an employee on the basis that employee is under the influence or impaired by cannabis, the Village will afford the employee a reasonable opportunity to contest the basis of the determination.

An employee will be considered to be impaired or under the influence and automatically subject to discipline, with or without a test, if the Village has a good faith belief that an employee manifests specific, articulable symptoms while working that decrease or lessen the employee's performance of the duties or tasks of the employee's job position, including symptoms of the employee's speech, physical dexterity, agility, coordination, demeanor, irrational or unusual behavior, or negligence or carelessness in operating equipment or machinery, a disregard for the safety of the employee or others, or involvement in any accident that results in damage to equipment or property, or carelessness that results in any injury to the employee or others.

Refusal to comply with the order to test shall subject the employee to discipline up to and including termination.

The Village may utilize a breath testing device utilized by Illinois law enforcement agencies to determine violations of the Illinois motor vehicle code, to test for blood-alcohol content. A reading of .05 or above will be considered conclusive evidence that the employee was under the influence of alcohol while on duty.

No adverse employment actions will be taken against any employee who prior to apprehension or detection voluntarily seeks assistance for alcohol or legally possessed drug/narcotic problems, such employee will not be subject to any discipline other than the Village may temporarily reassign an employee if the employee is unfit for duty in the employee's current assignment and a suitable reassignment position exists in the judgment of the Village. All said requests shall be held strictly confidential by the Village. Such employee who utilizes the terms of this section is subject to random testing at any time for any/or no reason for a period of one (1) year from the time of the request for assistance mentioned in this writing. Such employee may utilize sick leave, vacation, compensatory time, holiday or personal days accrued by the employee to cover absences which might occur while receiving assistance under this section."

#### Section 4. Superseder and Publication.

All code provisions, ordinances, resolutions and orders, or parts thereof, in conflict herewith, are to the extent of such conflict hereby superseded. A full, true and complete copy of this Ordinance shall be published in pamphlet form or in a newspaper published and of general circulation within the Village as provided by the Illinois Municipal Code, as amended.

Section 5. Effective Date.

This Ordinance shall be in full force and effect upon passage and approval, as provided by the Illinois Municipal Code, as amended.

Motioned for approval by Trustee Member \_\_\_\_\_

With a second by Trustee Member \_\_\_\_\_, roll call vote:

AYE VOTES:

\_\_\_\_\_

NAY VOTES:

\_\_\_\_\_

ABSTAIN:

\_\_\_\_\_

ABSENT:

\_\_\_\_\_

SO PASSED, ADOPTED, APPROVED AND ENACTED IN AND AT THE VILLAGE OF SAVOY, COUNTY OF CHAMPAIGN, STATE OF ILLINOIS, THIS 6<sup>th</sup> DAY OF NOVEMBER, 2019.

\_\_\_\_\_  
Joan Dykstra, President

ATTEST:

\_\_\_\_\_  
Billie Jean Krueger, Clerk

(SEAL)

Recorded in the Municipal Records: November 6, 2019  
Published in pamphlet form: November 6, 2019

VILLAGE OF SAVOY  
CHAMPAIGN COUNTY, ILLINOIS

ORDINANCE NO. 2019-09

AN ORDINANCE AMENDING CHAPTER 10 OF THE PERSONNEL POLICY HANDBOOK  
TO INCLUDE A REASONABLE SUSPICION OBSERVATION FORM

ADOPTED THIS  
6<sup>TH</sup> DAY OF NOVEMBER, 2019

---

Published by authority of the President and Board of Trustees of the Village of Savoy this 6<sup>th</sup>  
day of November, 2018.

VILLAGE OF SAVOY  
CHAMPAIGN COUNTY, ILLINOIS

Ordinance No. 2019-09

November 6, 2019

AN ORDINANCE AMENDING CHAPTER 10 OF THE PERSONNEL POLICY HANDBOOK  
TO INCLUDE A REASONABLE SUSPICION OBSERVATION FORM

WHEREAS, the Village of Savoy, Champaign County, State of Illinois (the "Village") is a duly organized and existing Municipality created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Illinois Municipal Code, and all laws amendatory thereof and supplementary thereto with full powers to enact ordinances for the benefit of the residents of the Village and the Village previously enacted the Municipal Code of Ordinances of the Village of Savoy; and

WHEREAS, on November 6, 2019 the Village did adopt an ordinance amending its Personnel Policy Handbook to include a reasonable suspicion observation form; and

NOW THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Savoy, Illinois as follows:

Section 1. Incorporation Clause.

The President and Board of Trustees of the Village of Savoy hereby find that all of the recitals hereinbefore stated as contained in the preambles to this Ordinance are full, true and correct and do hereby, by reference, incorporate and make them part of this Ordinance.

Section 2. Purpose.

This Ordinance is to amend Chapter 10 of the Village of Savoy Personnel Handbook making adjustments to allow a Reasonable Suspicion Observation Form as provided herein.

Section 3. Chapter 4 of the Village of Savoy Personnel Policy Handbook is hereby amended to now read as provided for on Exhibit A attached hereto and incorporated herein by reference.

Section 4. Superseder and Publication.

All code provisions, ordinances, resolutions and orders, or parts thereof, in conflict herewith, are to the extent of such conflict hereby superseded. A full, true and complete copy of this Ordinance shall be published in pamphlet form or in a newspaper published and of general circulation within the Village as provided by the Illinois Municipal Code, as amended.

Section 5. Effective Date.

This Ordinance shall be in full force and effect upon passage and approval, as provided by the Illinois Municipal Code, as amended.

Motioned for approval by Trustee Member \_\_\_\_\_  
With a second by Trustee Member \_\_\_\_\_, roll call vote:

AYE VOTES:

\_\_\_\_\_

NAY VOTES:

\_\_\_\_\_

ABSTAIN:

\_\_\_\_\_

ABSENT:

\_\_\_\_\_

SO PASSED, ADOPTED, APPROVED AND ENACTED IN AND AT THE VILLAGE OF SAVOY, COUNTY OF CHAMPAIGN, STATE OF ILLINOIS, THIS 6<sup>th</sup> DAY OF NOVEMBER, 2019.

\_\_\_\_\_  
Joan Dykstra, President

ATTEST:

\_\_\_\_\_  
Billie Jean Krueger, Clerk

(SEAL)

Recorded in the Municipal Records: November 6, 2019  
Published in pamphlet form: November 6, 2019

**VILLAGE OF SAVOY**

**REASONABLE SUSPICION OBSERVATION FORM**

(This form must be completed by a supervisor and preferably one other person when a Village employee is suspected of drug or alcohol use by action, appearance, or conduct when reporting for duty, during working hours, or at the conclusion of being on duty.)

Employee Name: \_\_\_\_\_

Date Observed: \_\_\_\_\_ Time Observed: From \_\_\_\_\_ to \_\_\_\_\_

Location: \_\_\_\_\_

**Observed Behavior:**

<b>Speech</b>	<b>Balance</b>	<b>Walking</b>	<b>Awareness</b>
<input type="checkbox"/> Normal	<input type="checkbox"/> Normal	<input type="checkbox"/> Normal	<input type="checkbox"/> Normal
<input type="checkbox"/> Slurred	<input type="checkbox"/> Falling	<input type="checkbox"/> Falling	<input type="checkbox"/> Confused
<input type="checkbox"/> Whispering	<input type="checkbox"/> Staggering	<input type="checkbox"/> Stumbling	<input type="checkbox"/> Paranoid
<input type="checkbox"/> Silent	<input type="checkbox"/> Swaying	<input type="checkbox"/> Swaying	<input type="checkbox"/> Sleepy
<input type="checkbox"/> Confused		<input type="checkbox"/> Arms raised	<input type="checkbox"/> Stupor
<input type="checkbox"/> Incoherent		for balance	<input type="checkbox"/> Lack of
		<input type="checkbox"/> Reaching for	coordination
		support	<input type="checkbox"/> Disregard for
			safety of others

Breath

Other behaviors: \_\_\_\_\_

The above action witness by:

\_\_\_\_\_  
Signature/Date

\_\_\_\_\_  
Signature/Date

\_\_\_\_\_  
Signature/Date

**TO: PRESIDENT JOAN DYKSTRA & BOARD OF TRUSTEES**

**FROM:** Richard Helton, Village Manager

**RE: IML RISK MANAGEMENT ANNUAL CONTRIBUTION**

**DATE:** October 28, 2019

The Village has been a member of the Illinois Municipal League Risk Management Association relative to insurance coverage for accidents, coverage for property, and vehicle and equipment, as well as officials coverage. For the past couple of years, the Village has participated in the Minimum/Maximum Contribution program the League has offered. This is a program that allows the Village to choose to pay for coverage at a set minimum rate that is lower than the normal rate charged if just paying the regular amount billed without the Min/Max option. Example; If the Village chose to pay the regular billing for the coming year it would amount to \$139,672 not including the League dues. With the Min/Max option the Village will pay an initial amount of \$124,692 not including League dues. If things go off track the maximum the Village would pay would be \$169,632 not including League dues.

We have done quite well over the past couple of years and not come close to going over the minimum.

**Staff recommends the Board approve President Dykstra as the Village RMA Coordinator signing the RMA Minimum/Maximum Contribution Agreement authorized by Ordinance NO. 2019-10.**

If you have questions, please let me know.

**VILLAGE OF SAVOY  
CHAMPAIGN COUNTY, ILLINOIS**

**ORDINANCE NO. 2019-10**

**ORDINANCE AUTHORIZING THE EXECUTION OF THE RMA  
MINIMUM/MAXIMUM CONTRIBUTION AGREEMENT**

**Passed by the Board of Trustees and  
Approved by the President  
of  
Village of Savoy, Illinois  
on November 6, 2019**

---

**Published in pamphlet form by authority of the President and Board of Trustees of  
the Village of Savoy, Champaign County, Illinois, this 6<sup>th</sup> day of November, 2019.**

**VILLAGE OF SAVOY  
CHAMPAIGN COUNTY, ILLINOIS**

Ordinance No. 2019-10

November 6, 2019

**ORDINANCE AUTHORIZING THE EXECUTION OF THE RMA  
MINIMUM/MAXIMUM CONTRIBUTION AGREEMENT**

**WHEREAS**, the Village Board of the Village of Savoy, a member in good standing of the Illinois Municipal League Risk Management Association (RMA) and party to the RMA Intergovernmental Cooperation Contract, has been fully apprised of the RMA Minimum/Maximum Contribution Agreement which amends and supplements the RMA Declarations pages dated 01/01/2020 to 01/01/2021 and all endorsements thereto; and

**WHEREAS**, the Village Board of the Village of Savoy find it to be in the best interest of the municipality to make its RMA contribution in accordance with the RMA Minimum/Maximum Contribution Agreement.

**BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE  
VILLAGE OF SAVOY, ILLINOIS AS FOLLOWS:**

1. That the execution of the RMA Minimum/Maximum Contribution Agreement for a one (1) year period beginning 01/01/2020 and ending 01/01/2021 is hereby authorized.
2. That the Village President and the Treasurer are hereby granted authority to execute the RMA Minimum/Maximum Agreement, which amends and supplements the RMA Declarations pages dated 01/01/2020 to 01/01/2021 and all endorsements thereto.
3. That this ordinance shall take effect immediately upon its passage and approval.

PRESENTED, PASSED, APPROVED, AND ADOPTED by the President and Trustees of the Village of Savoy, Illinois, at a duly conducted meeting thereof this 6th day of November, 2019.

APPROVED:

\_\_\_\_\_  
Joan Dykstra  
Village President

ATTEST:

\_\_\_\_\_  
Billie Jean Krueger  
Village Clerk

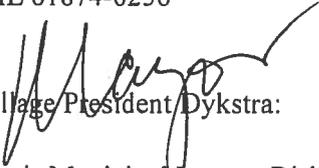
VOTING ON SAID ORDINANCE NO. 2019-10

Trustee	Aye	Nay
Jan Carter Niccum, Trustee	_____	_____
A. J. Ruggieri, Trustee	_____	_____
John P. Brown, Trustee	_____	_____
Dee Shonkwiler, Trustee	_____	_____
Bill Vavrik, Trustee	_____	_____
Heather Mangian, Trustee	_____	_____
Joan Dykstra, President Vote (If needed)	_____	_____



October 1, 2019

Joan Dykstra  
Village President  
Village of Savoy  
611 North Dunlap  
Savoy, IL 61874-0256

  
Dear Village President Dykstra:

The Illinois Municipal League Risk Management Association (RMA) thanks you for your continued participation in the RMA program. We are very proud of our long history of providing an excellent risk management program and superior customer service to our members.

Enclosed you will find your municipality's contribution invoice for the 2020 coverage year starting on January 1, 2020. **We are very pleased that for the second year in a row, and due to solid financial decisions, your annual renewal contribution has not increased.** In addition, we are pleased to continue to offer a **1% early payment discount if your payment is received no later than November 22, 2019.**

Your continued participation in RMA provides you and your municipality with these valuable benefits:

- **Protection:** RMA is a package program designed exclusively to meet the coverage needs of Illinois municipalities including high limits of \$8 million per occurrence/\$16 million aggregate for your general and public officials liability; liquor liability; auto liability; property coverage including flood and earthquake; crime coverage including employee dishonesty and computer and funds transfer fraud; cyber liability coverage; public official bonds; and cyber liability coverage.
- **Budget stability:** RMA does not issue mid-year bills for payroll audits or for normal changes and additions to coverage. This allows you to know what you will be paying for the entire year at the beginning of the coverage period.
- **Convenience:** In addition to the comprehensive coverages provided, membership in the RMA program allows you access to premium risk management and loss control services including contract reviews, coverage overviews, building evaluations, safety inspections, and claims services.
- **Superior customer service:** Our seasoned insurance professionals are available to answer your questions, assist with coverage changes, prevent claims through loss control and safety training, and manage and defend your claims.

Page 2

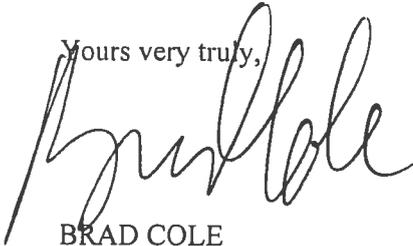
Village President Dykstra

October 1, 2019

We thank you for making RMA your choice for professional risk management services and coverage. If you have questions about your contribution amount or coverages, please contact Julia Reynolds at (800) 252-5051 ext. 1199 or Becky Hayes at (800) 252-5051 ext. 1337.

If you would like one of our staff members to visit your municipality to review the RMA program and its benefits, or have any other questions or comments, please feel welcome to contact our main office at (217) 525-1220 to schedule an appointment. Thank you for your continued membership.

Yours very truly,

A handwritten signature in black ink, appearing to read "Brad Cole", written over the typed name.

BRAD COLE  
Managing Director

c: Richard Helton, Risk Management Coordinator

Enclosures

Minimum/Maximum Contribution Agreement

This agreement is between the Illinois Municipal League Risk Management Association (RMA), an intergovernmental association formed pursuant to Article VII, Section 10 of the Illinois Constitution of 1970 and the **VILLAGE OF SAVOY**, a member of RMA. This agreement amends and supplements the declarations pages dated January 01, 2020 to January 01, 2021 and all endorsements thereto.

1. **DEFINITIONS**

The following definitions shall apply for purposes of this agreement:

- Loss Fund – Those dollars set aside for the payment of claims excluding reinsurance and excess premiums and administrative costs.
- Minimum Loss Fund – 85% of those dollars set aside for the payment of claims excluding reinsurance and excess premiums and administrative costs.
- Maximum Loss Fund – 130% of those dollars set aside for the payment of claims excluding reinsurance and excess premiums and administrative costs.
- Paid Claim Dollars – Those payments made by RMA on claims including defense costs against the **VILLAGE OF SAVOY** minus recovery from subrogation, deductible or salvage credited against those claim payments.
- Minimum Contribution – Minimum Loss Fund including reinsurance and excess premiums and administrative costs.
- Maximum Contribution – Maximum Loss Fund including reinsurance and excess premiums and administrative costs.

2. **MINIMUM/MAXIMUM CONTRIBUTION BREAKDOWN**

The **VILLAGE OF SAVOY** hereby agrees to the following schedule of contributions:

	<u>Minimum Contribution</u>		<u>Maximum Contribution</u>
Reinsurance and Excess Premiums and Administrative Costs	\$ 39,807		\$ 39,807
Loss Fund Contribution	@ 85% \$ 84,885	@ 130%	\$ 129,825
	\$ 124,692		\$ 169,632

3. Based upon a comparison of paid claim dollars against the loss fund, RMA will determine whether additional contributions beyond the minimum contribution will be required up to the maximum contribution.

4. For purposes of determining paid claims, RMA will complete a semi-annual review of paid claim dollars.

5. NOTICE

RMA hereby agrees to send, through its agents, written notice when paid claim dollars are equal to or greater than 60% of the Minimum Loss Fund.

RMA agrees, through its agents, to send a second written notice when paid claim dollars equal or exceed 85% of the Minimum Loss Fund.

6. BILLING/PAYMENT – The parties to this Agreement hereby agree to the following terms:

When paid claim dollars reach or exceed 100 percent of the Minimum Loss Fund, billing will be instituted on a yearly basis for those paid claim dollars in excess of the Minimum Loss Fund and billing will continue on a yearly basis until the Maximum Loss Fund limit is attained or all claims initiated during the coverage period are closed. Billings will be completed in July of each year for paid claim dollars through June 30.

The VILLAGE OF SAVOY hereby agrees to make payment within 30 days of its receipt of billing.

7. All other definitions, conditions and coverages of RMA remain the same under this agreement, including the handling of all claims.

8. This agreement is to be interpreted and construed in accordance with the laws of the State of Illinois.

9. If any one portion or portions of this agreement is found to be invalid or unenforceable, the remainder shall remain valid and binding on the parties.

The undersigned hereby affirm that they are duly authorized as agents to bind the parties to this agreement.

\_\_\_\_\_  
Mayor/Village President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Treasurer/Comptroller/Risk Management Coordinator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Managing Director

\_\_\_\_\_  
Date

Illinois Municipal League



Risk Management Association

# INVOICE

## 2020 Min/Max Contribution

The signed Min/Max Agreement must be returned with your payment.

PO Box 5180, Springfield, IL 62705-5180 | Ph: (217) 525-1220 | Fax: (217) 525-7438

Please return this form with payment after completing the information on the reverse side.

Date: October 1, 2019  
Member: Village of Savoy  
Account #: 0534  
Indicate Payment Option (from list below): \_\_\_\_\_  
Amount Enclosed: \$ \_\_\_\_\_

### BILLING DETAIL

**MAKE CHECK PAYABLE TO RMA**

#### 2020 IML RISK MANAGEMENT ASSOCIATION ANNUAL CONTRIBUTION

Work Comp	\$41,631
Auto Liability & Comprehensive General Liability	\$37,179
Portable Equipment	\$3,715
Auto Physical Damage	\$20,414
Property	\$21,753
	\$124,692
2020 ILLINOIS MUNICIPAL LEAGUE MEMBERSHIP DUES*	\$ 825
	<b>\$125,517</b>

### INVOICE TOTAL

**\$125,517**

PLEASE CHOOSE ONE OF THE FOLLOWING PAYMENT OPTIONS and enter it in the space provided above:

#### OPTION #1 - Early Pay 1% Discount

Contribution Amount	\$124,692.00
Minus 1% savings	\$1,246.92
	\$123,445.08
Illinois Municipal League Dues	\$ 825.00
Total due by 11/22/19	\$124,270.08

#### OPTION #2 - Pay Full Amount

Contribution Amount	\$124,692.00
Illinois Municipal League Dues	\$ 825.00
Total due by 12/20/19	\$125,517.00

#### OPTION #3 - Pay in two installments Includes 1% installment fee

Contribution Amount	\$124,692.00
Plus 1% fee	\$1,246.92
	\$125,938.92
Illinois Municipal League Dues	\$ 825.00
	\$126,763.92

\$63,381.96 Due by 12/20/19  
\$63,381.96 Due by 5/15/20

\*Membership with the Illinois Municipal League (IML) is a requirement to remain a member of the IML Risk Management Association.

On behalf of the municipality named above ("Member"), I hereby warrant that I have the authority to sign this agreement on the Member's behalf. (If choosing the installment option, I acknowledge and understand that it is afforded only as a benefit for budgeting purposes and is not meant to allow for mid-term withdrawal.) I acknowledge and understand that Article 5 of the Intergovernmental Cooperation Contract ("Contract") prohibits termination of the Intergovernmental Cooperation Contract no less than 120 days prior to the first day of January of any given year. Per Article 5, I warrant that the Member will adhere to the Contract and pay all contributions when due.

Municipal Official (please sign):

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**VILLAGE OF SAVOY  
CHAMPAIGN COUNTY, ILLINOIS**

**ORDINANCE NO. 2019-11**

**ORDINANCE ESTABLISHING  
ANNUAL STIPEND OF SAVOY FIRE CHIEF & SAVOY ASSISTANT FIRE  
CHIEF**

**Passed by the Board of Trustees and  
Approved by the President  
of  
Village of Savoy, Illinois  
on November 6, 2019**

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**Published in pamphlet form by authority of the President and Board of  
Trustees of the Village of Savoy, Champaign County, Illinois, this 6<sup>th</sup> day of  
November, 2019.**

**VILLAGE OF SAVOY  
CHAMPAIGN COUNTY, ILLINOIS**

**Ordinance No. 2019-11**

**November 6, 2019**

**ORDINANCE ESTABLISHING  
ANNUAL STIPEND OF SAVOY FIRE CHIEF & SAVOY ASSISTANT FIRE  
CHIEF**

**WHEREAS**, the Village of Savoy, Illinois, has a duly established and functioning Savoy Volunteer Fire Department; and

**WHEREAS**, the Savoy Volunteer Fire Department is commanded by one Fire Chief and one Assistant Fire Chief, whose annual stipends, pursuant to Savoy Municipal Code, Section 2.24.040 (D), is to be established by the Board of Trustees; and

**WHEREAS**, the President and Board of Trustees have determined to establish the annual stipend of its Fire Chief at \$20,000.00 per annum and the annual stipend of its Assistant Fire Chief at \$10,000.00 per annum, commencing with the fiscal year beginning May 1, 2020; and

**WHEREAS**, the President and Board of Trustees wish to so establish those stipends of the Fire Chief and Assistant Fire Chief by this Ordinance.

**NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF SAVOY, ILLINOIS AS FOLLOWS:**

1. The annual stipend of the Fire Chief of the Savoy Volunteer Fire Department is established in the amount of \$20,000.00 per annum and the annual stipend of the Assistant Fire Chief of the Savoy Volunteer Fire Department is established in the amount of \$10,000.00 per annum, both commencing with the fiscal year beginning May 1, 2020, pursuant to Savoy Municipal Code Section 2.24.040 (D), and continuing until changed by the Savoy Board of Trustees.
2. The annual stipends are respectively payable to the Fire Chief and Assistant Fire Chief, in addition to nominal sum payments for answering alarms, attending training sessions and other related events

which the Fire Chief and/or Assistant Fire Chief attend or participate in, pursuant to established Village policies.

3. This Ordinance shall be effective upon its passage and approval and shall be published in pamphlet form for informational purposes.

PRESENTED, PASSED, APPROVED, AND ADOPTED by the President and Trustees of the Village of Savoy, Illinois, at a duly conducted meeting thereof this 6th day of November, 2019.

APPROVED:

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Joan E. Dykstra  
Village President

ATTEST:

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Billie Jean Krueger  
Village Clerk

VOTING ON SAID ORDINANCE NO. 2019-11

Trustee	Aye	Nay
Heather J. Mangian, Trustee	_____	_____
Jan Carter Niccum, Trustee	_____	_____
John P. Brown, Trustee	_____	_____
A.J. Ruggieri, Trustee	_____	_____
R. Dee Shonkwiler, Trustee	_____	_____
Bill Vavrik, Trustee	_____	_____
Joan E. Dykstra, President	_____	_____



**VILLAGE OF SAVOY  
CHAMPAIGN COUNTY, ILLINOIS**

**RESOLUTION NO. 2019R-05**

**APPROVAL OF  
ANNEXATION PLAT FOR PRAIRIE MEADOWS  
SUBDIVISION PHASE IV**

**Passed by the Board of Trustees and  
Approved by the President  
of  
Village of Savoy, Illinois  
on November 6, 2019**

---

**VILLAGE OF SAVOY  
CHAMPAIGN COUNTY, ILLINOIS**

**Resolution No. 2019R-05**

**November 6, 2019**

**APPROVAL OF  
ANNEXATION PLAT FOR PRAIRIE MEADOWS  
SUBDIVISION PHASE IV**

**WHEREAS**, the Board of Trustees of the Village of Savoy, pursuant to the authority conferred by the Statutes of the State of Illinois has established certain standards and procedures for the use of land within the corporate limits of the Village of Savoy, Illinois, including the Village of Savoy Zoning Ordinance; and

**WHEREAS**, Savoy Developers, Inc., an Illinois Corporation, has submitted a petition requesting annexation of said property with zoning classification of R-2, as shown on, and approved within the Area General Plan for said subdivision; and

**WHEREAS**, the Village Engineer, Village Attorney and Zoning Administrator have reviewed the required documents, including the site plans and the Annexation Plat; and

**WHEREAS**, the subject property is contiguous to the Village of Savoy boundaries and is currently under the zoning jurisdiction of Champaign County, Illinois, and is zoned AG-1; and

**WHEREAS**, on the 28th day of October, 2019, the Village of Savoy Planning Commission recommended approval of the Annexation Plat of the Prairie Meadows Subdivision Phase IV as shown and attached as Exhibit A, with certain conditions:

1. The submittal of all required documents, including annexation and final plats are in compliance with all Village of Savoy development ordinances in force at that time.
2. The Village shall allow sidewalks to be constructed by individual builders, rather than the Developer, after the homes are constructed on each respective lot,

provided, the sidewalk contractor used by the builder is preapproved by the Village of Savoy staff.

3. The Village shall allow all provisions set forth in the Preliminary Plat and Area General Plan for Prairie Meadows Subdivision.

4. The Planning Commission defers all sanitary sewer reimbursement agreements to the Village of Savoy Board of Trustees.

5. In all lots, basement window well shall be installed with protective grates.

**NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF SAVOY, ILLINOIS AS FOLLOWS:**

1. The Annexation Plat of Prairie Meadows Subdivision Phase IV is approved, as provided herein, including all conditions set forth in the Preliminary Plat approval.
2. The approval of the Annexation Plat is subject to submission of supporting documents required by the Subdivision Ordinance, including but not limited to, utility easements, bonds and letters of credit, in a form approved by the Village Attorney and Village Engineer.
3. In the event the supporting documents are not submitted in final form satisfactory to the Village Engineer, Village Zoning Administrator, and Village Attorney, and the Final Plat is not recorded within one year from the approval date of the Board of Trustees, this approval recommended herein shall be null and void.
4. This Resolution shall be effective upon its passage and approval.

PRESENTED, PASSED, APPROVED, AND ADOPTED by the President and Trustees of the Village of Savoy, Illinois, at a duly conducted meeting thereof this 6<sup>th</sup> day of November, 2019.

APPROVED:

---

Joan E. Dykstra  
Village President

ATTEST:

---

Billie Jean Krueger  
Village Clerk

VOTING ON SAID RESOLUTION NO. 2019R-05

Trustee	Aye	Nay
Jan Carter Niccum, Trustee	_____	_____
Heather Mangian, Trustee	_____	_____
John P. Brown, Trustee	_____	_____
Bill Vavrik, Trustee	_____	_____
Dee Shonkwiler, Trustee	_____	_____
A.J. Ruggieri, Trustee	_____	_____
Joan E. Dykstra, President	_____	_____





**VILLAGE OF SAVOY  
CHAMPAIGN COUNTY, ILLINOIS**

**RESOLUTION NO. 2019R-06**

**APPROVAL OF  
FINAL PLAT FOR PRAIRIE MEADOWS  
SUBDIVISION PHASE IV**

**Passed by the Board of Trustees and  
Approved by the President  
of  
Village of Savoy, Illinois  
on November 6, 2019**

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**VILLAGE OF SAVOY  
CHAMPAIGN COUNTY, ILLINOIS**

Resolution No. 2019R-06

November 6, 2019

**APPROVAL OF  
FINAL PLAT FOR PRAIRIE MEADOWS  
SUBDIVISION PHASE IV**

**WHEREAS**, the Board of Trustees of the Village of Savoy, pursuant to the authority conferred by the Statutes of the State of Illinois has established certain standards and procedures for subdivisions within the Corporate Limits of the Village of Savoy, Illinois and within one and one-half miles thereof; and

**WHEREAS**, the owner of Prairie Meadows Subdivision Phase IV has submitted certain documents, including an Area General Plan and a Preliminary Plat for review of said subdivision, for approval by the Village, which were approved on December 14, 2015; and

**WHEREAS**, the Village Engineer, Village Attorney and Zoning Administrator have reviewed the final Plat and required submittals and various other submittals and have found that they are, with minor modifications, generally satisfactory and in the prescribed form; and

**WHEREAS**, on the 28th day of October, 2019, the Village of Savoy Planning Commission recommended approval of the Final Plat of the Prairie Meadows Subdivision Phase IV as shown and attached as Exhibit A, with certain conditions.

**NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF SAVOY, ILLINOIS AS FOLLOWS:**

1. The Final Plat of Prairie Meadows Subdivision Phase IV is approved, as provided herein, including all conditions set forth in the Preliminary Plat approval.
2. The approval of the Final Plat is subject to submission of supporting documents required by the Subdivision Ordinance, including but not limited

to, utility easements, bonds and letters of credit, in a form approved by the Village Attorney and Village Engineer.

3. In the event the supporting documents are not submitted in final form satisfactory to the Village Engineer, Village Zoning Administrator, and Village Attorney, and the Final Plat is not recorded within one year from the approval date of the Board of Trustees, this approval recommended herein shall be null and void.
4. This Resolution shall be effective upon its passage and approval.

PRESENTED, PASSED, APPROVED, AND ADOPTED by the President and Trustees of the Village of Savoy, Illinois, at a duly conducted meeting thereof this 6<sup>th</sup> day of November, 2019.

APPROVED:

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Joan E. Dykstra  
Village President

ATTEST:

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Billie Jean Krueger  
Village Clerk

VOTING ON SAID RESOLUTION NO. 2019R-06

Trustee	Aye	Nay
Jan Carter Niccum, Trustee	_____	_____
Heather Mangian, Trustee	_____	_____
John P. Brown, Trustee	_____	_____
Bill Vavrik, Trustee	_____	_____
Dee Shonkwiler, Trustee	_____	_____
A.J. Ruggieri, Trustee	_____	_____
Joan E. Dykstra, President	_____	_____



**FINAL PLAT**  
**PRAIRIE MEADOWS SUBDIVISION PHASE IV**  
 AN ADDITION TO THE VILLAGE OF SAVOY  
 CHAMPAIGN COUNTY, ILLINOIS  
 A PART OF THE NE 1/4 OF SECTION 1, T18N, R8E OF THE 3rd P.M.

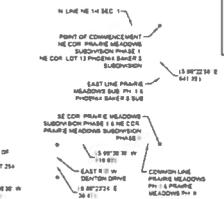
PRESENTED FOR RECORDING BY  
 RETURN TO

**LEGEND**

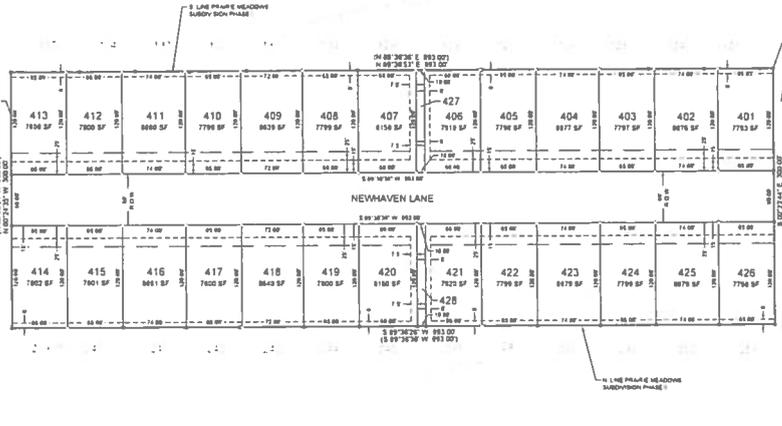
- BOUNDARY OF TRACTS SURVEYED
- PROPOSED LOT LINE
- EXISTING LOT LINE
- EASEMENT LINE
- SETBACK LINE
- (100.00) DIMENSION OF RECORD
- 100.00 MEASURED DIMENSION
- FOUND HIGH ROAD
- SET 12" x 36" IRON ROD WITH PLASTIC CAP "PRECISION P.L.S. 3178"

**SUBDIVIDER/OWNER**  
 SAVOY DEVELOPERS, INC.  
 1 DUNDAS COURT  
 SAVOY, IL 61874  
 PH: 217.355.1222

**SURVEYOR/ENGINEER**  
 PRECISION ENGINEERING GROUP, INC.  
 P.O. BOX 754  
 CHAMPAIGN, IL 61824-0754  
 PH: 217.287.8459



SPACE RESERVED FOR  
 RECORDER'S STAMP



**SURVEYOR'S CERTIFICATE**

STATE OF ILLINOIS )  
 COUNTY OF CHAMPAIGN )

I, Stephen J. Pugh, being a Licensed Professional Land Surveyor No. 3178, do hereby certify that at the request of the owner, Savoy Developers, Inc., I have conducted a Survey to be made and a Plat to be signed under my direct supervision of the following described tract of land:

A tract of land being a part of the Northeast Quarter of Section 1, Township 18 North, Range 8 East of the Third Principal Meridian, Champaign County, Illinois, being more particularly described as follows, with bearings based on Illinois State Plane (NAD 83) datum:

Commencing at the Northeast corner of Prairie Meadows Subdivision Phase I, a subdivision recorded as Instrument 288778P/283 in the Office of the Recorder for Champaign County, Illinois, said point also being the Northeast corner of Lot 13 of Prairie Meadows Subdivision, a subdivision recorded as Instrument 288778P/283 in said Recorder's Office; thence South 89° 32' 30" East 541.43 feet along the East line of said Prairie Meadows Subdivision and Prairie Meadows Subdivision Phase I to the Southeast corner of said Prairie Meadows Subdivision Phase I and Prairie Meadows Subdivision Phase II, thence South 90° 30' 30" West 118.83 feet along the common line between said Prairie Meadows Subdivision Phase I and Prairie Meadows Subdivision Phase II to the East line of said Prairie Meadows Subdivision Phase I and Prairie Meadows Subdivision Phase II, thence South 90° 30' 30" West 118.83 feet along the common line between said Prairie Meadows Subdivision Phase I and Prairie Meadows Subdivision Phase II to the Northeast corner of Lot 25 of said Prairie Meadows Subdivision Phase I and the True Point of Beginning, thence South 89° 32' 30" East 541.43 feet along the West line of Lot 25 of said Prairie Meadows Subdivision Phase I and the Southeast corner of said Lot 25, thence South 89° 32' 30" West 118.83 feet along the East line of Lot 25 to the Southeast corner of said Lot 25, thence South 89° 32' 30" West 118.83 feet along the East line of Lot 25 to the Southeast corner of Lot 25 of said Prairie Meadows Subdivision Phase I and a Point of Beginning, thence South 89° 32' 30" East 541.43 feet along the West line of Lot 25 of said Prairie Meadows Subdivision Phase I and the Southeast corner of Lot 25 of said Prairie Meadows Subdivision Phase I, thence South 89° 32' 30" East 541.43 feet along the West line of Lot 25 of said Prairie Meadows Subdivision Phase I to the True Point of Beginning, incorporating 0.15 acres of area, and all being situated in Champaign County, Illinois.

For said owner who appears to authorize the same, and by subdividing it into lots, several rights of ways and other areas with which said lands have been subdivided, and have numbered the lots, which numbers are shown in larger size on said plat, and have set the same dimensions as here and hereinafter of lot and lots, streets, and other areas, and said relations have been made upon said plat to permanent survey monuments, and have placed survey monuments as shown on the plat, and the Subdivision shall be known as "Prairie Meadows Subdivision Phase IV".

Signed and sealed this \_\_\_\_\_ day of September, 2015.

Stephen J. Pugh  
 Illinois Professional Land Surveyor No. 3178  
 License Expires 11/30/2019

- SURVEYOR'S NOTES**
- Field work was completed for this project on \_\_\_\_\_, 2015.
  - The professional services pertaining to the current Illinois Minimum Standards for a Boundary Survey.
  - I set or found the corner monuments as shown on the Plat.
  - Subsurface and environmental conditions were not explored or investigated as a part of this survey.
  - These bounds of land are located in Zone "T" areas of northeast Iowa based on the Standard Flood Hazard Area specified by the Village of Savoy, Illinois, by the Federal Emergency Management Agency on the Flood Insurance Rate Map, Flood Number 17052C0405D effective date October 2, 2012.
  - The subdivision is located within the corporate limits of the Village of Savoy.
  - The subdivision is on the boundaries of the Upper Embankment Basin Drainage District.
  - Current zoning for this subdivision is R-2.
  - Storm water management and storm water distribution provided with Phase I Storm water detention shall be provided by the existing basin located within Lot 2089. All required public improvements including storm sewer main, manholes, inlets, and sanitary sewer, will be constructed in accordance with the Illinois Department of Transportation "Standard Specifications for Road and Street Work Construction of Illinois" (Standard Edition) Illinois American Water Company Specifications, United Champaign County Sanitary District Specifications and the current Village of Savoy Ordinances as amended.
  - Lots 427 and 428 are non-adjacent lots to be designated as drainage and utility easements in this plat.
  - Building setback lines for the subdivision shall be per annexation agreement as follows:  
 Front Yard = 25'  
 Side Yard = 5'  
 Rear Yard = 20% of lot depth. Not reserved 21'
  - All dimensions are horizontal distances and are between adjacent monuments unless otherwise noted.
  - Tract does not lie within 500 feet of a point on a water course draining over 500 acres.

**DRAINAGE STATEMENT**

We hereby state that to the best of our knowledge and belief the drainage of surface waters of this plat will not be changed by the construction of the improvements of this subdivision or in part thereof or that if such surface water drainage will be changed, reasonable provisions have been made for the collection and diversion of such surface waters into public areas or drains within the subdivision that a right to use and that such surface waters will be approved by an administrator with the generally accepted engineering practices as to reduce the likelihood of drainage to the adjoining property because of the construction of the subdivision.

Mark A. Major  
 Illinois Licensed Professional Engineer No. 062 058270  
 License Expires 11/30/19

Owner/Subdivisor  
 Savoy Developers, Inc.

**FINAL PLAT APPROVAL**

The final plat entitled Prairie Meadows Subdivision Phase IV has received a recommendation for approval by the Planning Commission of Savoy, Illinois this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Chairperson \_\_\_\_\_ Date \_\_\_\_\_

The final plat entitled Prairie Meadows Subdivision Phase IV has received approval by the Board of Trustees of the Village of Savoy, Illinois. This plat shall be recorded with the recorder of deeds Champaign County, Illinois within one (1) year of this date, otherwise this plat becomes void.

President, Board of Trustees \_\_\_\_\_ Date \_\_\_\_\_

Village Clerk \_\_\_\_\_ Date \_\_\_\_\_

DATE	APPROVED	SCALE	AS SHOWN	NO.	DATE	REVISION	PRECISION ENGINEERING GROUP, INC. P.O. BOX 754 CHAMPAIGN, IL 61824-0754 PHONE: 217.287.8459 CIVIL ENGINEERING / LAND SURVEYING	FINAL PLAT	PRAIRIE MEADOWS SUBDIVISION PHASE IV SIGNATURE HOMES VILLAGE OF SAVOY, ILLINOIS	744.9
FILED BY	DATE	REVISION	NO.	DATE	REVISION	1437.00021				
FILED BY	DATE	REVISION	NO.	DATE	REVISION	1 OF 1				

**TO: PRESIDENT JOAN DYKSTRA & BOARD OF TRUSTEES**

**FROM:** Richard Helton, Village Manager

**RE: MANAGER'S OCTOBER '19 REPORT**

**DATE:** October 31, 2019

Included herein is a brief description of activities of the Manager through the month of October.

- **ECONOMIC DEVELOPMENT PROJECTS**

Staff continues working on several projects that range from office use to retail to food service and continue to discuss options each may have including taking advantage of TIF.

- Staff is currently working on a number of projects. We are waiting on plans and site plans to review. Staff has received plans and permit applications for the next commercial structure from Sub4/Green Street for a restaurant and additional unrented space for the area just North of the Industrial Donuts building. **Those have been approved and construction has begun.**
- Staff is working with the Plumbers & Pipefitters on a project for their current building and their vacant land.
- **Staff has been working on the Recreational Cannabis issue. The Ordinance to levy a 3% tax on sales has been approved. Further work on this issue such as an Ordinance be developed to Prohibit location facilities that sell the products and staff is to put together information and ground rules for the Zoning Ordinance directly regulating location, Special Use conditions, etc., has been put on hold at this time.**

Interest in Savoy remains good.

- **MEETINGS**

The new Airport Advisory Committee has begun meeting to put a plan together to move the facility in a direction that will make it more successful. President Dykstra is an active member on the Advisory Committee to maintain a Savoy presence and input. The Manager chairs a subcommittee that is looking at land use and zoning questions and will keep the Airport Advisory Committee informed on those issues. The Manager is attending the Advisory Committee's meetings now. The Airport Governance Committee meetings have been suspended until the Airport staff and Advisory Committee can take care of planning and future work to prepare for discussions and decisions on governance of the facility. **The Airport Entrance Road and Hartwell Road improvement project bids came in around 15% higher than the estimate and is being replanned with construction still planned for later this year.**

Staff was informed IDOT is requiring the project be rebid without the Hartwell Dr. portion being included. This will push the entire project back. It will also require the Village to seek bids independently from the overall project originally agreed to for the Hartwell Dr. portion. I'll keep you informed of any new developments. We continue to support the airport in their ongoing efforts to provide appropriate service to the airport. **Staff will be meeting with airport staff to plan how we may proceed.**

- Staff continues to work on issues related to Airbnb relative to potential ordinance violations in the Village. Staff is working very deliberately and researching the issue so appropriate decisions can be made that doesn't put the Village in a potentially liable position. **Staff has received information from Champaign on how they will be handling the issue and are reviewing it to see if Savoy can utilize the same plan. Staff will continue to work on the issue with a plan to present something in the future.**

- **SUBDIVISION DEVELOPMENT**

Various subdivision phases are moving ahead at Fieldstone and Prairie Meadows.

- **TOWN CENTER PROJECTS**

Staff has had meetings with other property owners in the block pursuing potential acquisition of their properties. **Staff continues to work with a new developer on a project that is in the planning stage. Staff is working with current property owners to move ahead with completing a goal of total land mass for future development.**

- **JONES PROPERTY**

The proposed purchaser of this property withdrew. The property is back on the market and there is a new interest. As things proceed in negotiations, I'll keep you informed.

- **CURTIS ROAD GRADE SEPARATION**

Staff has spent lots of time and effort working with staff from RPC and other agencies on preparing an application for federal and ICC funds to complete the grade separation at Curtis and Dunlap. **Although we had been given positive feedback and good encouragement when Joan and Levi met with officials in Washington D.C., we found out last month our application again didn't make the awards list. President Dykstra and Mr. Kopmann met with local legislators, a rep. from Congressman Davis' office and reps. From IDOT to discuss options. From that meeting there is more optimism on the viability in the project. We are confident our next application will be more competitive.**

- **COMPREHENSIVE PLAN UPDATE**

Lots of meetings and discussions have been held over the past several months in the effort to freshen and update the Savoy Comprehensive Plan. Staff met with RPC staff recently to review the preliminary product so we can present the proposed finished Plan to the various Boards and Commissions soon. **Staff and RPC staff will present the updated plan to date at your November 6<sup>th</sup> BOT, Planning Commission, ZBA, EDC Boards for final review and any new direction you provide as we prepare to present it for final approval in December.**

- **PROJECTS IN PROGRESS**

1. Willard Airport – I am continuing my participation with the development group.
2. Boundary Agreement with Champaign – Staff is in ongoing discussions with staff from Champaign.
3. Savoy Elevator –The new owners have taken over the property and staff continues discussions with them on a plan. **Staff has held discussions with potential developers recently. They are putting materials together for further discussions.**
4. **Staff continues to work with engineers and the City of Champaign to oversee the Prospect Ave. project. Feutz Construction is the general contractor on the project. Project construction started March 25<sup>th</sup>. The first phase is completed. 2nd phase is completed. The final phase began this month with a target to have the road open in by end of year and final completion in Spring 2020.**
5. **Staff continues work on road projects with the Airport.**
6. **The median project at Walmart is on the project list for future work.**
7. **The Manager and Assistant Manager are allocating lots of time assisting with things at the Fire Department. Lon Pitcher has been an excellent choice for Interim Chief. Interviews for a new Fire Chief have taken place and we expect to announce a new Chief soon.**
8. **All Staff completed Annual Sexual Harassment Training.**
9. **Staff met with the Sheriff to discuss several items of concern for the Village.**

- **MEETINGS & OTHER ACTIVITIES**

- Monthly Central Illinois Managers Meeting in Normal and Champaign area.

The Manager continues to represent the Village on many committees. Attendance at the Regional Planning Commission, County EDC, County CVB, County Chamber of Commerce Committees, the Metro- Intergovernmental Committee, RPC Technical and Policy Committees, CUUATS Technical and Policy Committees, GIS Policy Committee, CIMOA, ICMA, ILCMA and other things that come up from time to time take lots of time.

Many other activities keep the Manager busy. As always, should you have any questions about anything in this report or anything else, please let me know.

## **DEPARTMENT OF PUBLIC WORKS**

Director's October of 2019 Report



### **BUILDING MAINTENANCE**

- \* Routine building maintenance repairs continue

### **PARKS**

- \* Normal maintenance and trash pick-up continue
- \* Continued to process tree ROW replacement permits
- \* Mowing is continuing as needed
- \* Planting of new trees in the Parks is ongoing
- \* Winterizing of the Village Parks and Grounds is underway

### **SANITARY SEWER**

- \* Working with UCSD on mapping and future needs

### **STREETS/OPERATIONS**

- \* Performed 126 J.U.L.I.E. locates.
- \* Continuing to grind sidewalk trip hazards when schedule permits
- \* Crack sealing is ongoing as weather permits
- \* Straightened/replaced multiple signs
- \* Completed misc. repairs around Village as needed
- \* Pothole filling and Dura Patching as weather permits
- \* Street Sweeping is on going

### **STORM SEWERS**

- \* Cleared debris from multiple storm sewer structures.
- \* Continued updates of Village storm sewer maps and surveys

### **EQUIPMENT/FLEET MAINTENANCE**

- \* Routine and preventative maintenance of Village fleet continues.
- \* Snow removal equipment maintenance is underway

### **ESDA**

- \* nothing new report

### **TRAFFIC SIGNALS**

- \* Performed normal maintenance at traffic signal boxes and lights

## **ENGINEERING**

- \* Working with Clark Dietz on the Colbert Multi Use Path project
- \* Working with Clark Dietz on the Pheasant Lane replacement project
- \* Continuing to work with the City of Champaign and Farnsworth Group on the Prospect Avenue Reconstruction Project.
- \* Continuing representation on CUUATS Technical and Policy Committees, Champaign County First, Champaign County GIS Technical and Policy Committees, Joint Sanitary Sewer Technical Committee and MS4 Storm water Committee.

Levi L. Kopmann, P.E.  
Director of Public Works/Engineer



## ZONING REPORT FOR OCTOBER 2019

### PERMITS ISSUED

- 1 Commercial (security gates Walmart)
- 1 Single Family
- 1 Residential demolition (sunroom only)
- 1 Residential addition
- 1 Residential Accessory Structure
- 5 Electrical
- 4 Plumbing
- 5 Mechanical
- 2 Fence
- 1 Sign

### CURRENT PROJECTS

#### **PRAIRIE MEADOWS 4**

The Planning Commission recommended approval to the board of Trustees the Annexation and Final Plat. Our Village Engineer has approved the construction and infrastructure. There were no changes to the prior approved Preliminary Plat or the Area General Plan. We will be able to record these plats Nov. 7 and the developer plans to immediately start construction on new homes on this 26-lot addition.

#### **PLUMBERS AND STEAM FITTERS**

**NO ACTION IN OCTOBER** the Village engineer and I are waiting IDOT approval for a curb cut onto Dunlap Ave prior to approving an administrative replat which will create two lots.

#### **SAVOY SQUARE**

The Mexican restaurant is now open. Construction is beginning on the second building which will include a Domino's Pizza. The developer has indicated that they are close on securing another tenant.

We are hopeful that the developer will bring back plans soon on the final phase. He did meet informally with the Planning Commission in an attempt to see what use and density would be allowed.

#### **BEST WESTERN**

**NO ACTION IN OCTOBER** The owner is waiting on specific furnishing to arrive before we can do a final inspection.

## **PLANNING COMMISSION TOPICS**

Temporarily on hold to work through the Marijuana issues:  
Cul-de-sac parking

## **SBDC**

Painting is near completion, recently the painters have been working on the front lobby, administrative hallway and the printer room.

Savoy Therapy will be vacating their office by the end of October. We continue to have interest in leasing available office space.

## **BUILDING DEPT.**

- We have been dealing with numerous complaints including garbage and a dog running at large which we have sent violation notices to as well as issuing the owner fines for continuing the dog to run around the neighborhood without a leash.
- One of the properties we had liens on has paid us in full which included fines. We still have one outstanding which we are having to use a lawn care business to continue mowing the property. **NO ACTION IN OCTOBER**
- We are still working through some issues with a multi-family project which involve stairways.
- Staff is currently reviewing the requirements of the Americans with Disability Act (ADA) to determine how it affects any future construction and development.

# Permit Report

10/1/2019 - 10/30/2019

Permit Date	Permit Type	Parcel Address	Description	Total Fees
10/28/2019	Plumbing	1704 Woodfield Dr.	Plumb. permit - Commercial - Water service and RPZ valve	\$25.00
10/25/2019	Electrical	609 W. Church	Elect. permit - solar installation	\$25.00
10/25/2019	Building	609 W. Church	Build. permit - Solar installation	\$25.00
10/21/2019	Plumbing	101 Shiloh Dr	Plumb. permit - Single family residence	\$150.00
10/18/2019	Mechanical	519 Stonecrest Dr	Mech. permit - furnace replacement	\$50.00
10/18/2019	Building	1205 Declaration Dr	Build. permit - Fence	\$25.00
10/18/2019	Mechanical	401 Sunflower St	Mech. permit - furnace replacement	\$50.00
10/18/2019	Electrical	410 W. Church	Elect. permit - deck	\$25.00
10/18/2019	Building	1005 Declaration Dr	Build. permit - Fence	\$25.00
10/18/2019	Building	5 Dunlap Ct.	Build. permit - Sign replacement	\$0.00
10/18/2019	Building	10 Azalea Ct	Build. permit - covered deck	\$50.00
10/15/2019	Building	311 Buttercup Dr	Build. permit - Fence	\$25.00
10/10/2019	Building	505 S. Dunlap	Build. permit - alteration - gates	\$50.00
10/10/2019	Electrical	4 Lancaster Ct	Elect. permit - Single family residence	\$0.00
10/10/2019	Building	4 Lancaster	Build. permit -	\$982.00

		Ct	Single family residence	
10/7/2019	Plumbing	605 Bergamot Dr	Plumb. permit - single family residence	\$172.50
10/7/2019	Plumbing	205 Gailardio	Plumb. permit - single family residence	\$172.50
10/7/2019	Plumbing	102 Gailardio	Plumb. permit - single family residence	\$157.50
10/7/2019	Mechanical	410 W. Church	Mech. permit - furnace replacement	\$50.00
10/7/2019	Plumbing	11 Harmony Ct	Plumb. permit - new bathroom	\$25.00
10/3/2019	Mechanical	1701 Lyndhurst Dr	Mech. permit - furnace replacement	\$50.00
10/3/2019	Electrical	11 Harmony Ct	Elect. permit - Basement finish	\$25.00
10/3/2019	Building	11 Harmony Ct	Build permit - basement finish	\$75.00
10/2/2019	Plumbing	400 Sunflower St	Plumb. permit - basement finish	\$37.50
10/2/2019	Electrical	400 Sunflower St	Elect. permit - alteration	\$25.00
10/2/2019	Building	3 Clover Leaf Ct	Build. permit - demolition /patio & room	\$25.00
10/2/2019	Building	410 W. Church	Build. permit - Repair / replacement - Level 2 Deck only	\$25.00
10/1/2019	Building	207 Graham Dr	Build. permit - addition -	\$375.00
				\$3,232.00

Total Records: 28

10/30/2019

Page: 1 of 1



**To:** President Dykstra & Board of Trustees  
**From:** Dennis Donaldson  
**Re:** Planning & Economic Development October Report  
**Date:** October 31, 2019

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**PLANNING AND DEVELOPMENT** – Last week, staff and several board members attended the Chamber of Commerce “ribbon cutting” ceremony for “El Rancho Grande” as we welcomed them to the Village of Savoy. Also, on that day, “Domino’s Pizza” broke ground a short distance away – two adjacent tenants will be named at a later date. Thompson Land Company continues to bring worthy development to the Village of Savoy. Staff is hopeful that plans for the final parcel, in the “City Center” Subdivision, will be presented in the near future as the 2019 “building season” is coming to an end. As mentioned, earlier in the month, the Colbert Park walking path is scheduled to be completed before Winter arrives (although today’s snow raised a few eyebrows – smile). Guests will gain improved access to the amenities that the park has to offer. The Prospect Ave. rebuild continues to progress. Staff is hopeful (and so are residents in adjacent subdivisions) that it will be open to all traffic before winter arrives, although it would appear that Mother Nature has other plans (smile). Lastly, the electrical work and cement pad for the new Public Works “fuel island” were recently completed. Village staff continues to plan for, and implement, various “in-house” projects that will increase efficiency to village operations. Thank you for your patience as these projects take place.

**RETAIL CLIMATE:** According to an October 16<sup>th</sup> SCT-Week article, the Census Bureau reported that third quarter sales were up 4.4% overall. Of particular interest to me was that sales in the category of “restaurants and drinking establishments” rose 4.9%, compared to the same time last year, while those in “food and beverage stores” increased by 3.9%. Staff is hopeful that the latest additions to our business community, operating in those particular categories, will experience this same positive energy. Judging from a parking lot perspective, it seems that they are doing just fine.

**WILLARD AIRPORT – ECONOMIC IMPACT STUDY**– Last week’s joint Champaign County EDC/ “Fly Champaign Urbana” press release (October 24<sup>th</sup>) indicated that the total estimated annual impact to Champaign County was \$99.75M (a 34% increase since 2016). The 2019 report provides an analysis of air service (existing

and possible new air service providers) and non-airline aviation activity. It also measures job creation, payrolls, visitors per day, and taxes generated – the numbers are staggering. The FAA released data that showed that there were 109,878 enplanements at the airport in 2018 – a 9.73% increase from 2017. An important thing to note is that most visitors to the airport will pass through Savoy in SOME manner and will often utilize services offered by our business community. We are hopeful that these numbers continue to grow as the potential for expanded services to new areas are researched.

**COMPREHENSIVE PLAN UPDATE** – Village of Savoy and RPC staff are looking forward to next week’s joint boards and commissions meeting. We are excited to have this discussion about the future of our community. Unfortunately, by the time the final draft of the document is approved, some parts of it will already be outdated. However, the project still presents a valid “road map” for our future vision and growth.

**U.S. CENSUS 2020** – If you are interested in reviewing/distributing Census 2020 materials, as you educate others about the importance of members in the community being counted, please let me know. I have documents that explain why it is important for EVERYONE to be counted (including children, immigrants, the homeless, etc.), how to go about becoming a “paid census taker” and help the community, and also the different ways your household can be counted (mail, online, phone, or in person).

**LATE FALL/EARLY SPRING SEMESTER INTERN** – If you have visited the Municipal Center, this week, you may have noticed a new face in the building. Recently, an Illinois State University “Civic Engagement” major contacted the Village Manager in regard to a potential internship opportunity. Staff felt that this would present a good fit for the Planning & Economic Development department – especially since the Comprehensive Plan Update will soon be completed. Hopefully, there will be opportunities for question & answer sessions with staff and board/commission members (if time/schedules allow), business retention visits, and a few other projects of interest that might be of benefit to her studies. Please remember to introduce yourself, if your paths happen to cross while you are in the building.



# Village of Savoy

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## VILLAGE CLERK'S REPORT – November 6, 2019

### Village Clerk duties:

I performed all of my regular statutory Village Clerk duties for the month of October 2019 as follows:

Prepared all Board of Trustees and Plan Commission packets for the month, as well as attended all meetings, Staff meetings, and preparation of Minutes for the same. Preparing Ordinances and Resolutions and publish in pamphlet form or in the newspaper when necessary. Prepared agendas and Clerk's monthly calendar for Board of Trustees, Planning Commission and all Village meetings,

General Office maintenance, assisted in answering phones, and assisting and directing visitors at the Robert C. McCleary Municipal Center for the Village of Savoy and the tenants of the Savoy Business Development Center. Supervisor of the Front Desk/Receptionists. Ordering all supplies.

Clerk's Monthly Calendar with Village meeting dates and statutory dates for all Village municipal officers.

Record keeper of all Ordinances, Resolutions, and custody and control of all municipal papers.

Certify all documents. Keeper of the seal and certifies and attests official signatures on municipal documents. Publishes all ordinances. Records all documents as needed.

Meet all required legal notification and publication requirements to include publication of legal advertising, ordinances and other documents and legal notification and official filing of municipal documents with the County and other governmental entities.

Send out monthly reports to U-C Sanitary District regarding number of Building Permits issued monthly and sanitary sewer permit information. Emailed copies of monthly Building Permits to current Champaign County Assessor, Champaign County Regional Planning Commission, and Tolono Township Assessor

Various financial duties under certain circumstances such as signing checks and preparing receipts on incoming funds.

Opening President Dykstra's mail and keeping her apprised of monthly calendar, monthly agendas, telephone calls, and any other information she needs as President/Mayor and Liquor Commissioner of the Village of Savoy.

Champaign County Deputy Registrar – Voter registration and notary public services.

Provide certain services to the general public and news media, including maintaining copies of various documents for public inspection.

### 30-60-90 Day Reminders for the Village Clerk and Board of Trustees:

1. 2019-2020 Tax Levy must be passed and recorded by December 17, 2019. Public Hearing – Savoy BOT 12-4-2019.
2. Veterans' Day Holiday – November 11, 2019 – Savoy Offices Closed.
3. Thanksgiving Holiday – November 28-29, 2019 – Savoy Offices Closed.
4. Christmas Holiday Employee Lunch – December 13, 2019, Noon, at Savoy Recreation Center
5. Christmas Holiday – December 25, 2019 – Savoy Offices Closed.
6. New Year's Holiday – January 1, 2020 – Savoy Offices Closed

Billie Jean Krueger, Village Clerk,  
Champaign County Deputy Registrar, Notary Public, and  
Local Election Official (LEO)



## VILLAGE OF SAVOY-CLERK'S CALENDAR November 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 AGENDA	2
3 Daylight Saving Time Ends	4 SAVOY FIRE DEPT. MEETING 7:00 PM	5 Election Day	6 Combined Mtg. BOT/PC/ZBA/EDC At Savoy Rec. Center 7:00 PM	7	8 AGENDA	9
10	11 <i>Veterans Day</i> Savoy Offices Closed	12	13 Board of Trustees Study Session 7:00 PM	14	15 AGENDA	16
17	18	19 EDC 12-2 PM	20 Board of Trustees 7:00 PM	21	22 AGENDA	23
24	25 PLANNING COMMISSION 7:00 PM	26	27 AGENDA OUT FOR BOT OF 12-4-19	28 <i>Thanksgiving Day Holiday</i> Savoy Offices Closed	29 Thanksgiving Holiday Savoy Offices Closed	30