BOARD OF TRUSTEES
STUDY SESSION
May 19, 2026
6:00 PM

MINUTES

1. **CALL TO ORDER:** Tompkins called the meeting to order at 6:00 PM

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL** Mohr called the roll, Trustee Schriver, Harpst, Willard, Oliger and Metzger are present. Trustee Colravy is absent. Additionally, Jason Tompkins, Village President, Patrick Brown, Village Administrator, Joe Chamley, Village Attorney, Carole Tempel, Village Treasurer, Dave Smysor, Chief of Police, Abby Heckman, Village Planner and Dawn Mohr, Village Clerk are all present.

4. **PUBLIC COMMENT:** No public comment is presented.

5. **ORDINANCES, RESOLUTIONS AND OTHER ACTIONS:**

   A. FINANCE:

   1. Bill List-Tempel goes over the list in brief highlighting a couple of annual payments. Tomkins asked if there were any questions or comments, none are presented. Tompkins called for a motion to move the bill list to the consent agenda. Metzger moved and Harpst seconded. Mohr called the roll, ALL VOTES YES 5-0. The bill list is moved to the consent agenda.

   2. Treasurer's Report: Tempel goes over the report in brief highlighting the interest earned on all accounts, the taxes collected in the month of April and states that the budget was expended at 100%. Tempel adds that the audit will begin on May 21, 2026 with Baker Tilly. Tompkins asked if there were any questions or comments, none are presented. Tompkins called for a motion to move the report to the consent agenda. Willard moved and Schriver seconded. Mohr called the roll, ALL VOTES YES 5-0. The treasurer's report is moved to the consent agenda.

   B. POLICE:

   1. A Resolution Increasing the Authorized Full Time Strength of the Police Department from Fifteen to Sixteen Sworn Staffing Level Positions. Brown explains that they have been discussing this item for the last several weeks, Smysor goes over the reasoning behind the addition. That the department has a need for a full time investigator/detective. The reasoning behind the need is that

the department is staffed with patrol officers and that there are cases that need more follow-up. Smysor gave examples of cases that needed follow up and more investigation. Smysor explains that this would be a lateral move for an officer. Willard stated that he liked the idea but asked if it was a position that they should be doing interviews for. Smysor responded that it is a a lateral move, not a promotion and that they have already begun the interview process. Smysor added that he put the opportunity out to all of his officers and only 2 applied for the position. Smysor stated that this move does not require the involvement of the Police and Fire commission. Harpst asked if the salary was different. Smysor responded that there is no change in the salary. That the only change would be the in the hours, the position is Monday-Friday, and he believes the times would be 8-4:30. Harpst asked if there would be training for the position. Smysor explained that the department belongs to MTU 12, and that it provides training, that there is also a homicide course, and crime scene training. Oliger asked if there was any additional benefits i.e. a vehicle that the officer would take home. Smysor answered that it would depend on where the officer lived. If it was within a reasonable distance, then yes they would be provided a vehicle. Harpst asked if the investigator would still work special events etc. Smysor responded that they would. Harpst asked if it was a plain clothed position or uniform. Smysor responded that it would be plain clothed. Metzger asked how the Village compared to other departments, that it appears that we are behind. SMysor responded that he is satisfied with the actual manpower the department has currently, that this position is where they are lacking. Tompkins asked if there were any additional questions or comments, none are presented. Tompkins stated that he would like this moved to the regular agenda to give Trustee Colravy an opportunity to voice an opinion. This resolution is moved to the regular agenda.

C. COMMUNITY DEVELOPMENT:

1. A Resolution Authorizing a Professional Services Agreement with Smithgroup for Professional Services Associated with a Village Comprehensive Plan Update in the Amount Not to Exceed $179,500.00. Heckman explains that a RFP was put out in mid January and that they received 8 proposals. With the assistance of Hedrick, Waldinger, Brown and Shufflebarger, they narrowed it down to 2 candidates. An interview with both candidates took place and that Smithgroup was selected. She added that all the proposals were excellent. Heckman goes on to say that the Parks & Recreation Department was combined with the Village comp plan. She added that it only made sense to have them put together into one plan. Willard asked if Heckman was involved in the 2016 comp plan. Heckman responded that she was not a staff member in 2016 but she was on the Plan & Zoning commission. When her predecessor asked her to assist in the implementation of the comp plan. Heckman added that the study had been done in 2013. Willard asked what percentage of the 2016 plan had been completed. Brown responded that it cannot be gauged by percentages. Heckman added that she is confident that several items in the 2016 plan have been completed. Metzger asked about the budget, he stated that he doesn't see where the amount is fulfilled in the budget. Brown answered that this plan also runs into the 2028 budget. Heckman clarifies that it is a monthly payment. Schriver expresses concerns on the sample communities that were included in the presentation. Metzger asked Heckman to list the top 3 items she would like to see in the plan. Heckman responded that she would have to get back with them on that. Tompkins asked if the Village would have to put focus groups together or if they would. Heckman responded that it would be both. Schriver asked for a revision in language on the contract. A discussion on what the language be revised to was

had. Tompkins asked if there were any more comments or questions, none are presented. Tompkins states that he would like this item to be placed on the regular agenda to give staff a chance to consider and change the language. The resolution is moved to the regular agenda.

D. ADMINISTRATION:

1. An Ordinance Amending the Employee Leave Policy for the Village of Mahomet. Brown goes over the amended leave policy and highlights the changes

2. A Resolution Amending a Policy for Reimbursement of All Travel, Meal, and Lodging Expenses of Officers and Employees in the Village of Mahomet, Illinois. Brown explains the reasoning behind the changes. Metzger asked how often this is used. Brown responded it is not used often at all.

3. A Resolution Adopting the Village of Mahomet Personnel Policy Handbook. Brown explains that as there have been several changes since the last adoption of the handbook, that they felt it was time to adopt the latest version. Tompkins asked if the board should vote on all 3 items at the same time. Chamley responded if that is the will, then yes it can be done. Tompkins asked if there were any questions or comments, none are presented. Tompkins called for a motion to move the ordinance and 2 resolutions to the consent agenda. Metzger moved and Harpst seconded. Mohr called the roll, ALL VOTES YES 5-0. The 3 items aforementioned are moved to the consent agenda.

4. A Resolution of the Village of Mahomet in Support of the America250 Commemoration. Brown explained that this is recommended by IML, and that this will register the Village of Mahomet. That to be included there must be a ceremony, he added that he thought the Music Festival would be a good time to have the ceremony. Brown stated that there will be a change out of the downtown flags to the new America250 design. Metzger added that he would like the Trustees to have a float in the parade. Schriver asked what the America250 Commemoration was. Brown answered. Tompkins asked if there were any questions or comments, none are presented. Tompkins called for a motion to move the resolution to the consent agenda. Willard moved and Metzger seconded. Mohr called the roll, ALL VOTES YES 5-0. The resolution is moved to the consent agenda.

6. ADMINISTRATORS REPORT:

A. **Departmental Reports:** Brown asked if there were any questions about the reports. Noe is presented.

1. Parks & Recreation
2. Code Compliance

B. Budget and CIP Update and Discussion: Brown stated that this is the final budget with a few corrections on the layout. He asked the Trustees let him know if they have any questions on the final product.

7. MAYOR'S REPORT: Tompkins asked the trustees to notify the clerk if there is a planned absence

A. May 2026 Board Meeting Calendar

1. May 25, 2026, Memorial Day Village Offices Closed
2. May 26, 2026, Board of Trustees Meeting

8. **NEW BUSINESS:** There was no new business.

9. **ADJOURNMENT:** Tompkins called for a motion to adjourn the study session. Metzger moved and Oliger seconded. Mohr called the roll, ALL VOTES YES 5-0. The study session adjourned at 7:12 PM

Approved
As
Presented
5/26/2026