

AGENDA
REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF FORSYTH, ILLINOIS
6:30 P.M.
TUESDAY, DECEMBER 16, 2025
VILLAGE HALL, 301 SOUTH ROUTE 51, FORSYTH, ILLINOIS

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

CONSENT AGENDA: Items listed under the Consent Agenda are considered to be routine in nature and will be acted upon by one motion and one vote. If separate action on any particular item is desired, the item will be removed from the Consent Agenda and will be considered separately.

1. APPROVAL OF MINUTES OF THE REGULAR MEETING OF DECEMBER 2, 2025
2. APPROVAL OF WARRANTS
3. APPROVAL OF TREASURER'S REPORT FOR THE MONTH OF NOVEMBER 30, 2025

PUBLIC COMMENT: At this time, the public has the opportunity to express views or make comments to the Mayor and Board of Trustees on agenda items or any other Village issue. Comments must be limited to not more than three (3) minutes.

ADMINISTRATION REPORTS

1. LAW ENFORCEMENT REPORT
2. VILLAGE STAFF REPORTS

OLD BUSINESS

1. DISCUSSION AND POTENTIAL ACTION REGARDING CHANGE ORDER FOR 2025 BIKE PATH IMPROVEMENTS (VILLAGE ENGINEER JEREMY BUENING)

NEW BUSINESS

1. ORDINANCE NUMBER 2025-28 AN ORDINANCE APPROVING A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE VILLAGE AND THE LABORERS' LOCAL 168 (VILLAGE ADMINISTRATOR JILL APPLEBEE)
2. ORDINANCE NUMBER 2025-29 AN ORDINANCE APPROVING MINOR SUBDIVISION AND FINAL PLAT FOR PROPERTY DESCRIBED AS OUTLOT A OF PRAIRIE WINDS SUBDIVISION SECOND ADDITION AS PER PLAT RECORDED IN BOOK 5000 ON PAGE 348 OF THE RECORDS IN THE RECORDER'S OFFICE IN MACON COUNTY, ILLINOIS (PLANNING AND ZONING DIRECTOR RYAN RALEIGH)
3. RESOLUTION NUMBER 11-2025 A RESOLUTION AMENDING THE ANNUAL OPERATING AND CAPITAL BUDGET FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2025 AND ENDING DECEMBER 31, 2025 (VILLAGE ADMINISTRATOR JILL APPLEBEE)

ADJOURNMENT

Time: Dec 16, 2025 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/82823426301?pwd=h3OmWxMRfxyDvPO0bjYCDQTtjSBFdZ.1>

Meeting ID: 828 2342 6301

Passcode: 279431

One tap mobile

+13126266799,,82823426301#,,, *279431# US (Chicago)

CONSENT AGENDA

ITEM 1

**MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF FORSYTH, ILLINOIS,
HELD AT 6:30 P.M. ON TUESDAY, DECEMBER 2, 2025
AT FORSYTH VILLAGE HALL**

CALL TO ORDER

Mayor Peck called the meeting to order at 6:30 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL

Upon a call of the roll, the following members were physically present: Mayor Jim Peck, Trustee Jim Ashby, Trustee Jeremy Shaw, Trustee Jeff London, Trustee Lauren Young, Trustee Chelsie Kidd

Telephone: Trustee Dave Wendt

Staff Present: Village Administrator Jill Applebee, Village Clerk Cheryl Marty, Village Attorney Lisa Petrilli, Public Works Director Darin Fowler, Planning and Zoning Director Ryan Raleigh, Village Engineer Representative Stephanie Brown, Village Treasurer Rhonda Stewart, Village Library Director Melanie Weigel

Others Present: Bill Krieger, John Doolin

MOTION

Trustee London made a Motion to allow Trustee Dave Wendt to attend via telephone, who is absent due to a family medical emergency. Trustee Shaw seconded the motion. With the call of a voice vote, it was unanimously agreed and the Motion was carried.

PUBLIC HEARING

1. PUBLIC HEARING REGARDING 2026 FORSYTH VILLAGE BUDGET

No questions from the public.

MOTION

Trustee London made a Motion to close the Public Hearing and Trustee Kidd seconded the motion. With the call of a voice vote, it was unanimously agreed and the Motion was carried.

CONSENT AGENDA

1. APPROVAL OF MINUTES OF THE REGULAR MEETING OF NOVEMBER 18, 2025
2. APPROVAL OF WARRANTS

MOTION

Trustee Young made a Motion to approve the Consent Agenda as presented and Trustee Ashby seconded the Motion.

Upon a call of the roll, the vote was as follows:

Yeas: 6 – Ashby, Wendt, Shaw, London, Kidd, Young
Nays: 0 – None
Absent: 0 – None

Motion declared carried.

PUBLIC COMMENT: At this time, the public has the opportunity to express views or make comments to the Mayor and Board of Trustees on agenda items or any other Village issue. Comments must be limited to not more than three (3) minutes.

None.

ADMINISTRATION REPORTS

1. Law Enforcement Report
Sheriff Deputy Zeigler had no incidents to report. There was a brief discussion on increased traffic on Weaver Road due to the Tees on Trees event this month.
2. Village Staff Reports
Mayor Peck confirmed the following topics with Village staff: Public Works Director Fowler confirmed the last quote on the fencing, confirmed there are several potholes and sink holes that are identified for repair, and said it was a productive water tower meeting today with the contractors. The north tower will be done in May and the south tower will be done in August, all based on weather permitting. He also recapped the status of moving the ball diamond fence, enlarging the dugout, making the infield a little bigger, etc. A brief discussion ensued and the topic will be addressed in depth at a future meeting. Village Engineer Representative Brown provided a brief status update on the bike path improvements.

OLD BUSINESS

1. ORDINANCE NUMBER 2025-27 AN ORDINANCE PERTAINING TO THE REGULATION OF VIDEO GAMING IN THE VILLAGE OF FORSYTH (VILLAGE ATTORNEY LISA PETRILLI)

Village Attorney Petrilli explained the details of the Ordinance as previously discussed along with the criteria being established to obtain a video gaming license in the Village of Forsyth. A brief discussion ensued.

MOTION

Trustee Shaw made a Motion to approve the Ordinance as presented and Trustee London seconded the Motion.

Upon a call of the roll, the vote was as follows:

Yeas: 6 – Ashby, Wendt, Shaw, London, Kidd, Young
Nays: 0 – None
Absent: 0 – None

Motion declared carried.

2. DISCUSSION AND POTENTIAL ACTION REGARDING WAITE’S DRY CLEANERS SIGN GRANT APPROVAL (VILLAGE ADMINISTRATOR JILL APPLEBEE)

Administrator Applebee reminded the Board that at the last meeting they approved a sign grant request from Waite’s Dry Cleaners with the Village sharing \$1,939.44 of the total cost of \$3,878.88. Tonight’s discussion is to vote for a formal approval of this payment. A brief discussion then followed.

MOTION

Trustee London made a Motion to approve the sign grant approval as presented and Trustee Ashby seconded the Motion.

Upon a call of the roll, the vote was as follows:

Yeas: 6 – Ashby, Wendt, Shaw, London, Kidd, Young
Nays: 0 – None
Absent: 0 – None

Motion declared carried.

3. DISCUSSION AND POTENTIAL ACTION REGARDING 2026 VILLAGE OF FORSYTH BUDGET (VILLAGE ADMINISTRATOR JILL APPLEBEE)

Administrator Applebee explained the recent changes that were implemented into the 4th budget draft. She then asked for Board input and a brief discussion ensued.

MOTION

Trustee Young made a Motion to approve the 2026 Village of Forsyth budget as presented and Trustee Kidd seconded the Motion.

Upon a call of the roll, the vote was as follows:

Yeas: 6 – Ashby, Wendt, Shaw, London, Kidd, Young
Nays: 0 – None
Absent: 0 – None

Motion declared carried

NEW BUSINESS

ADJOURNMENT

Trustee Wendt made the Motion to adjourn and Trustee Shaw seconded the Motion. All Board members agreed by voice vote, and the meeting was adjourned at 7:55 p.m.

By: Cheryl Marty
Village Clerk

CONSENT AGENDA

ITEM 2

SYS DATE:12/12/25

VILLAGE OF FORSYTH
A / P W A R R A N T L I S T
REGISTER # 74

SYS TIME:11:12
[NW1]

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DATE: 12/16/25

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
01 AIRWELD, INC. 0000612758	51-00-656	YEARLY CYLINDER LEASE	36.00	36.00
01 AMAZON CAPITAL SERVICES			1162.61	
121225	01-53-659	LIBRARY SUPPLIES		38.02
121225	01-53-651	OFFICE SUPPLIES		7.98
121225	01-53-912	LIBRARY ACCESSORIES		12.99
121225	01-53-671	BOOKS		541.48
121225	01-53-913	PROGRAMMING		40.45
121225	01-53-681	AUDIO VISUAL		37.91
121225	01-53-929	MISC EXP		99.98
121225	01-53-921-1	HISTORICAL AREA GRANT EXPENSES		334.37
121225	01-41-652	OP SUPPLIES		42.67
121225	01-10-917	RUDOLPH MARKET		6.76
01 AMEREN ILLINOIS			884.60	
121225	01-11-571	OCT '25 GAS UTILITIES		82.14
121225	01-41-571	OCT '25 GAS UTILITIES		149.46
121225	01-53-571	OCT '25 GAS UTILITIES		121.90
121225	51-00-571	OCT '25 GAS UTILITIES		531.10
01 JEFFERY ANDERSON			6743.00	
6459	01-52-617	GROUNDS 1,2,3,4,5 FIELDS		2263.80
6460	01-52-617	GROUNDS 1,2,3,4,5		2255.00
6475	01-52-617	GROUNDS 1,2,3		2224.20
01 AREA-WIDE TECHNOLOGIES, INC			4003.55	
4618	51-00-549	CYBER SECURITY		3046.60
4769	51-00-512	EQUIP SERVICE & PART LIGHTING STRIK		956.95
01 AT&T MOBILITY			118.59	
884574X11272025	51-00-552	NOV '25 WELL 7 PHONES		118.59
01 BABY TALK, INC.			160.00	
BT 112025 010	01-53-913	NOV '25 TALK TIMES		160.00
01 BARCOM SECURITY			288.00	
98478	51-00-549	CELL MONTIORING 1/1/26-3/31-26		288.00
01 BEST ONE OF CENTRAL IL			68.00	
11-83973	01-41-513	VEHICLE MAINT SERVICE		68.00
01 CARDMEMBER SERVICE			3096.00	
121225	01-53-913	PROGRAMMING		302.08
121225	01-53-681	AUDIO VISUAL		37.98
121225	01-53-552	TELEPHONE/INTERNET		29.97
121225	01-41-929	MISC EXP		108.98
121225	01-53-912	LIBRARY ACCESSORIES		107.32
121225	01-53-651	OFFICE SUPPLIES		2.54
121225	01-53-654	JANTIORIAL SUPPLIES		6.98
121225	01-53-909	PURCHASES FROM DONATIONS		121.51
121225	01-53-560	PROF DEVELOPMENT		127.05
121225	01-41-612	EQUIP MAINT SUPPLIES		129.42
121225	01-11-929	MISC EXP		165.71
121225	01-11-471	UNIFORM		199.96

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
121225	01-11-560	PROF DEVELOPMENT		600.00
121225	01-11-537	IT SERVICE		52.61
121225	01-52-652	OP SUPPLIES		1103.89
01 BRANUM RECYCLING, INC 001010	01-41-578	WOOD CHIPS	90.00	90.00
01 BRIAN WADDELL 121225	51-00-929	CR BAL ON ACCT 315 S SMITH	9.80	9.80
01 CORN BELT ENERGY CORPORATION 121225	51-00-571	NOV '25 WELL #6 UTILITIES	2383.84	646.34
121225-1	51-00-571	NOV '25 WELL #7 UTILITIES		1737.50
01 CHASTAIN & ASSOCIATES, LLC 121225	01-11-532	'25 ADMIN ADVISORY	50202.96	3524.11
121225	01-52-532	'25 PARK ADVISORY		3701.85
121225	01-41-532	'25 STREET ADVISORY		4206.84
121225	30-00-835	M/F GRADE SCHOOL BIKE PATH		9005.06
121225	30-00-898	PW N/S ROAD OF CH 20		11416.80
121225	30-00-882	'25 ROAD MAINT		10610.33
121225	30-00-810-8	WTR TWRS/GRD STORAGE/AERATOR		2364.36
121225	15-00-864-2	MOON ST SIDEWALK		1892.01
121225	15-00-874-2	BARNETT AVE IMPROVEMENTS		3481.60
01 CONSTELLATION NEWENERGY INC. 71801359001	01-41-571	OCT '25 ELECTRIC UTILITIES	2688.22	337.08
71801359001	51-00-571	OCT '25 ELECTRIC UTILITIES		2351.14
01 COMCAST CABLE 121225	01-11-552	VH DEC '25 PHONE/INTERNET	1023.27	408.19
121225	01-41-552	PW DEC '25 PHONE/INTERNET		308.40
121225	51-00-552	WTR DEC '25 PHONE/INTERNET		306.68
01 CONXXUS INV-374732	01-52-549	DEC '25 CONCESSIONS STAND INTERNET	514.00	153.00
INV-374736	01-52-549	DEC '25 ANNOUNCERS BOOTH INTERNET		153.00
INV-374854	01-53-552	DEC '25 LIB INTERNET		104.00
INV-387345	01-11-552	DEC '25 VH INTERNET		104.00
01 COTHREN'S CUSTOM HARDSCAPES 2156	30-00-895-7	VETERAN'S POND REPAIR	68300.00	68300.00
01 AHW LLC CLINTON 12237657	01-52-612	EQUIP MAINT	892.05	130.49
12250903	01-52-612	EQUIP MAINT		24.86
12262022	01-41-512	EQUIP SERVICE-GATOR		736.70
01 DIRECT ENERGY BUSINESS 253290058250742	01-41-572	ENTRANCE SIGNS & STREET LIGHTING	6365.92	6365.92
01 DUNKER ELECT SUPPLY INC 218550	01-52-620	TRAIL MAINT LIGHTS	3.76	3.76
01 ESTECH SYSTEMS INC. 248610	01-11-552	DEC '25 VH PHONES	271.53	271.53
01 FEUTZ CONTRACTORS, INC 121225-1F	30-00-882	2025 ROAD MAINTENANCE	339864.00	339864.00
01 JAY KAN, INC			66617.00	

SYS DATE:12/12/25

VILLAGE OF FORSYTH
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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
9691	16-00-893-1	FIELD UPGRADES #1 & #2		66617.00
01 GOLDEN FOX BREWING 1695	01-10-917	BEER FOR RUDOLPH MARKET	196.00	196.00
01 W. W. GRAINGER, INC. 9731437076	52-00-612	EQUIP MAINT	363.54	363.54
01 HOBBY LOBBY STORES, INC. 121225	01-10-917	RUDOLPH MARKET	192.68	192.68
01 LINDE INC. 53666358	51-00-656	CHEMICALS	8607.50	8607.50
01 LABORS LOCAL 159 121225	01-41-929	J. DANIELS UNION DUES	40.00	40.00
01 LOWE'S COMPANIES, INC. 121225	01-52-652	OP SUPPLIES	112.79	112.79
01 MAROA-FORSYTH SCHOOL DISTRICT 121225	01-11-999-7	SEPT '25 NON HOME RULE TAX	102695.43	102695.43
01 MAROA FORSYTH FFA CHAPTER 121225	01-10-917	WREATH MAKING AT RUDOLPH MARKET	600.00	600.00
01 MANSFIELD POWER & GAS LLC MNS354635	01-11-571	NOV '25 GAS UTILITIES	872.00	77.48
MNS354635	01-41-571	NOV '25 GAS UTILITIES		120.52
MNS354635	01-53-571	NOV '25 GAS UTILITIES		335.23
MNS354635	51-00-571	NOV '25 GAS UTILITIES		338.77
01 MENARDS 121225	51-00-652	OP SUPPLIES	1504.37	202.74
121225	01-52-652	OP SUPPLIES		594.44
121225	01-41-653	SMALL TOOLS		63.90
121225	01-41-652	OP SUPPLIES		331.33
121225	01-41-613	VEHICLE MAINT		29.05
121225	51-00-612	EQUIP MAINT SUPPLIES		224.50
121225	01-53-654	JANITORIAL SUPPLIES		17.93
121225	01-41-613	VEHICLE MAINT SUPPLIES		40.48
01 MISSISSIPPI LIME COMPANY CD154651	51-00-656	CHEMICALS-LIME	12807.14	6711.83
CD157166	51-00-656	CHEMICALS-LIME		6095.31
01 VERIZON WIRELESS 6130157392	01-41-552	NOV '25 CELL PHONES	225.78	36.01
6130157392	01-52-552	NOV '25 CELL PHONES		39.25
6130157392	51-00-552	NOV '25 CELL PHONES		111.27
6130157392	52-00-552	NOV '25 CELL PHONES		39.25
01 MORGAN DISTRIBUTING, INC. INV-113889	01-52-655	FUEL	1722.07	717.17
INV-113889	01-41-655	FUEL		1004.90
01 MARYBETH WUJEK 121225	01-10-917	RUDOLPH MARKET	213.27	213.27
01 NAPA AUTO PARTS 152842	01-41-613	VEHICLE MAINT	16.68	16.68
01 QUADIENT, INC			50.00	

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
121225	01-11-551	ACH YEARLY DEBIT FEE		50.00
01 NOKOMIS QUARRY COMPANY			1105.23	
49448	01-41-615-1	STORM SEWER MAINT SOUTH TRAIL		527.43
49462	01-41-615-1	STORM SEWER MAINT SOUTH TRAIL		577.80
01 PAX8			409.20	
2025-1-1291591	01-11-537	OFFICE 365 MONTHLY SUBSCRIPTION		409.20
01 PETALS GIFT SHOP			64.00	
74791	01-10-917	RUDOLPH VILLAGE-HEAD BANDS		48.00
75201	01-10-917	RUDOLPH MARKET		16.00
01 PETTY CASH			335.00	
121225	01-10-917	RUDOLPH MARKET EXPENSES		335.00
01 PAYMENT SERVICE NETWORK, INC			857.51	
319598	51-00-549-2	W/S ONLINE SERVICES FOR NOV '25		428.75
319598	52-00-549-2	W/S ONLINE SERVICES FOR NOV '25		428.76
01 SAM'S CLUB/GECF			662.40	
121225	01-10-917	BINGO		50.83
121225	01-10-917	RUDOLPH MARKET		152.70
121225	01-53-913	PROGRAMMING		112.91
121225	01-53-651	OFFICE SUPPLIES		16.98
121225	01-53-654	JANITORIAL SUPPLIES		31.91
121225	01-11-651	OFFICE SUPPLIES		54.35
121225	01-41-654	JANITORIAL SUPPLIES		242.72
01 SANITARY DISTRICT			22963.60	
25-0003971	52-00-578	NOV '25 SEWER DISCHARGE FEE		22963.60
01 AT & T			876.29	
121225	52-00-552	783 STVNS CRK DEC '25 PHONE		218.04
121225	52-00-552	101 HUNDLEY DEC '25 PHONE		218.04
121225	52-00-552	440 HUNDLEY DEC '25 PHONE		218.04
121225	52-00-552	815 FORSYTH PKWY DEC '25 PHONE		222.17
01 SORLING, NORTHRUP, HANNA, CULL			7875.00	
234035	01-11-533	LEGAL SERVICES FOR NOV '25		7875.00
01 IMPERIAL DADE			250.00	
39421982	01-41-654	JANITORIAL SUPPLIES		250.00
01 STOLLEY TERMITE & PEST CONTROL			45.00	
121225	01-11-511	VH MONTHLY BUG SPRAY		45.00
01 SULLIVAN CONTRACTORS			322699.23	
121225-03	30-00-898	FORSYTH ACCESS ROAD OFF CH20		322699.23
01 WAITE'S			1939.44	
121225	18-00-928-1	TIF GRANT		1939.44
01 WATER SOLUTIONS UNLIMITED, INC			2945.49	
7270110	51-00-656	CHEMICALS		2945.49
01 WASTE MANAGEMENT SERVICES INC			1082.86	
0209878-2754-8	01-41-578	DEC '25 PARK TRASH SERVICE		354.05
0692414-2477-4	01-53-578	DEC '25 LIB TRASH SERVICE		180.66
0692414-2477-4	01-41-578	DEC '25 LIB TRASH SERVICE		270.99
1812289-2477-3	01-41-578	PW DEC '25 TRASH SERVICE		277.16
01 WATTS COPY SYSTEM			248.30	

A / P W A R R A N T L I S T

[NW1]

REGISTER # 74

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
40729407	01-53-512	NOV '25 LIB COPIER RENTAL		248.30
01 WDZ AM IN-12511130194	01-10-913	RADIO ADVERTISING	100.00	100.00
01 WEX HEALTH INC.			127.97	
0002281870-IN	01-11-549	HRA/COBRA INSURANCE NOV '25		7.11
0002281870-IN	01-11-549	HRA/COBRA INSURANCE NOV '25		7.11
0002281870-IN	01-11-549	HRA/COBRA INSURANCE NOV '25		7.11
0002281870-IN	01-11-549	HRA/COBRA INSURANCE NOV '25		7.11
0002281870-IN	01-11-549	HRA/COBRA INSURANCE NOV '25		7.11
0002281870-IN	01-11-549	HRA/COBRA INSURANCE NOV '25		7.11
0002281870-IN	01-11-549	HRA/COBRA INSURANCE NOV '25		7.11
0002281870-IN	01-11-549	HRA/COBRA INSURANCE NOV '25		7.11
0002281870-IN	01-11-549	HRA/COBRA INSURANCE NOV '25		7.11
0002281870-IN	01-11-549	HRA/COBRA INSURANCE NOV '25		7.11
0002281870-IN	01-11-549	HRA/COBRA INSURANCE NOV '25		7.11
0002281870-IN	01-11-549	HRA/COBRA INSURANCE NOV '25		7.11
0002281870-IN	01-11-549	HRA/COBRA INSURANCE NOV '25		7.11
0002281870-IN	01-11-549	HRA/COBRA INSURANCE NOV '25		7.11
0002281870-IN	01-11-549	HRA/COBRA INSURANCE NOV '25		7.11
0002281870-IN	01-11-549	HRA/COBRA INSURANCE NOV '25		7.11
01 WSOY AM			750.00	
CC-12511130152	01-10-913	RADIO ADVERTISING		650.00
IN-12511130131	01-10-913	RADIO ADVERTISING		100.00
01 WILLIAM RUSSELL STUART			120.00	
121225	01-11-547	496 JACOBS WAY ELECTRIC INSPECTION		60.00
121225-1	01-11-547	726 WEAVER RD ELECTRIC INSPECTION		60.00
01 XTREME SERVICE 5006	01-52-517-1	REMOVE 7 TREES	5000.00	5000.00
** TOTAL CHECKS TO BE ISSUED			1056462.47	

SYS DATE:12/12/25

VILLAGE OF FORSYTH
A / P W A R R A N T L I S T
REGISTER # 74
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FUND INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
=====				
GENERAL FUND			157906.34	
MOTOR FUEL TAX FUND			5373.61	
HOTEL/MOTEL TAX FUND			66617.00	
TIF DISTRICT FUND			1939.44	
CAPITAL PROJECT FUND			764259.78	
WATER OPERATIONS			35694.86	
SEWER OPERATIONS			24671.44	
*** GRAND TOTAL ***			1056462.47	
TOTAL FOR REGULAR CHECKS:			1,043,655.33	
TOTAL FOR DIRECT PAY VENDORS:			12,807.14	

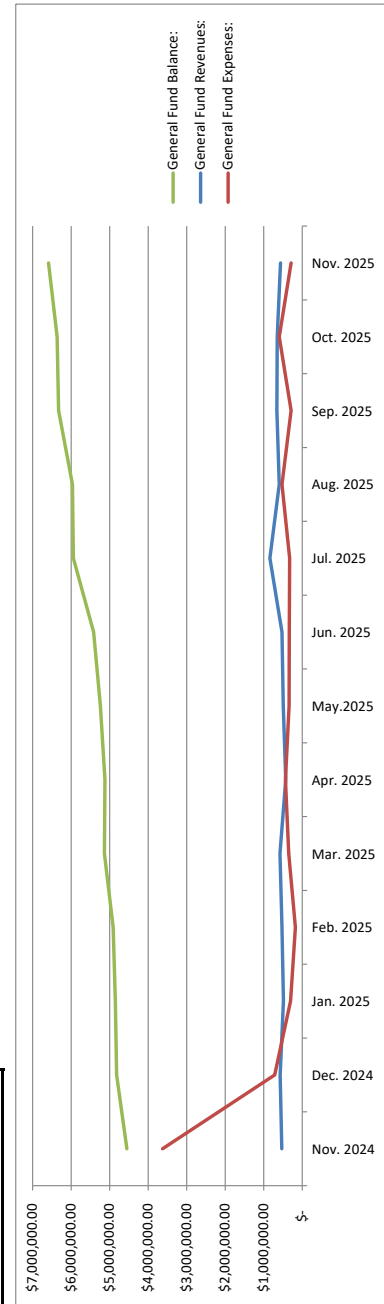
CONSENT AGENDA

ITEM 3

VILLAGE OF FORSYTH
MONTHLY TREASURER'S REPORT
for November 30, 2025 which is 92% into the budget year

GENERAL FUND:

Month:	General Fund Revenues:	General Fund Expenses:	General Fund Balance:
Nov. 2024	\$ 529,989.40	\$ 3,626,874.56	\$ 4,553,189.77
Dec. 2024	\$ 571,878.42	\$ 717,209.95	\$ 4,819,800.58
Jan. 2025	\$ 488,166.79	\$ 301,170.55	\$ 4,853,035.23
Feb. 2025	\$ 525,203.37	\$ 1,771,467.07	\$ 4,909,590.78
Mar. 2025	\$ 578,231.58	\$ 349,619.26	\$ 5,139,203.10
Apr. 2025	\$ 427,696.23	\$ 434,550.57	\$ 5,122,348.76
May 2025	\$ 492,482.17	\$ 343,229.97	\$ 5,240,600.96
Jun. 2025	\$ 524,041.42	\$ 338,394.24	\$ 5,417,660.52
Jul. 2025	\$ 839,453.29	\$ 328,317.32	\$ 5,944,682.66
Aug. 2025	\$ 596,457.96	\$ 527,867.14	\$ 5,963,961.76
Sep. 2025	\$ 656,544.73	\$ 287,301.21	\$ 6,324,205.28
Oct. 2025	\$ 648,468.82	\$ 594,629.53	\$ 6,362,044.57
Nov. 2025	\$ 563,085.02	\$ 289,469.39	\$ 6,587,660.20

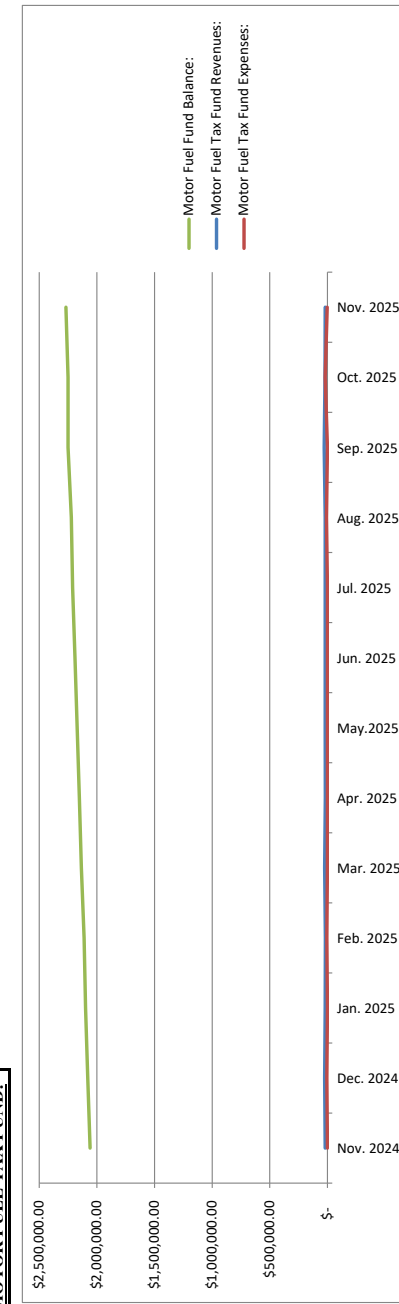


Revenues: Increased when comparing November 2025 with November 2024; In November 2025, the Village received their fifth property tax installment in the amount of \$8,311.88 making the total received \$582,094.57 (2024 our fifth installment was \$6,227.08 making the total received \$34,970.91). Property Tax, plan review fees, bbf rental fees and sales tax were higher compared to this time last year. This makes up the majority of the increase. Additional notes regarding the fund balance; At the end of November 2025, the village has a total of \$400,000.00 invested in two different cd's (2-\$200,000.00 for 5 months at 4.01% rate). The two cd's are part of the fund balance outlined above.

Expenses: Decreased when comparing November 2025 with November 2024; In November 2024, the inter-fund transfer was completed (\$2,130,000 "from general fund to sports/nature park fund" + \$1,199,340 "from general fund to capital fund" = \$3,329,340) as budgeted in 2024. There were no inter-fund transfers budgeted in 2025 within the general fund. This makes up the majority of the decrease. At the end of November 2025 the water fund owes the general fund a total of \$494,000.00 (\$54,000.00 from July 2025 + \$140,000.00 from August 2025 + \$100,000.00 from October 2025 + \$100,000.00 from November 2025). If the water fund did not owe the general fund balance would have been \$7,081,660.20 at the end of November 2025.

MOTOR FUEL TAX FUND:

Month:	Motor Fuel Tax Fund Revenues:	Motor Fuel Tax Fund Expenses:	Motor Fuel Tax Fund Balance:
Nov. 2024	\$ 20,005.11	\$ -	\$ 2,058,854.91
Dec. 2024	\$ 24,848.11	\$ 4,774.73	\$ 2,078,928.29
Jan. 2025	\$ 19,404.85	\$ -	\$ 2,098,333.14
Feb. 2025	\$ 18,565.87	\$ 5,466.97	\$ 2,111,432.04
Mar. 2025	\$ 23,441.32	\$ 624.00	\$ 2,134,249.36
Apr. 2025	\$ 18,385.46	\$ -	\$ 2,152,634.82
May 2025	\$ 18,998.42	\$ -	\$ 2,171,633.24
Jun. 2025	\$ 19,047.91	\$ -	\$ 2,190,681.15
Jul. 2025	\$ 19,604.98	\$ -	\$ 2,210,286.13
Aug. 2025	\$ 20,021.08	\$ 8,594.40	\$ 2,221,712.81
Sep. 2025	\$ 28,176.33	\$ -	\$ 2,249,889.14
Oct. 2025	\$ 20,541.35	\$ 19,850.67	\$ 2,250,579.82
Nov. 2025	\$ 19,411.43	\$ 1,466.40	\$ 2,268,524.85



Revenues: Decreased when comparing November 2025 with November 2024; The Motor Fuel Tax and the Transportation Renewal Fund revenues are received from the state based upon the amount they collect and the Village's population 3,734. In 2020, 2021, 2022 the Village received a total of \$230,004.72 for "The REBUILD Illinois Bond Funds" and must be tracked separate from the other MFT funds our current balance is \$31,509.23 (\$230,004.72 REBUILD Illinois Bond Funds + \$14,858.47 bank interest - \$51,841.63 us route 51 expenses - Moon/Elwood sidewalks \$64,541.05 - Barnett Ave reconstruction \$96,971.28= \$31,509.23). The expenses were approved with resolution 1-2024, and the fund balance will need to be expensed by 7/1/2025. IDOT recommended the Village send in invoices from Moon/Elwood sidewalks and Barnett Ave reconstruction to go towards the REBUILD Illinois Bond Funds (the invoices were sent to IDOT as recommended). IDOT does not believe the Village will receive any invoices from the us route 51 project until 2026 and the REBUILD Illinois Bond Funds were to be expensed by 07/01/2025. The bank/CD interest and motor fuel tax is lower compared to this time last year. This makes up the majority of the decrease. Additional notes regarding the fund balance; At the end of November 2025 the village has a total of \$400,000.00 invested in two different cd's (2-\$200,000.00 for 5 months at 4.01% rate). The two cd's are part of the fund balance outlined above.

Expenses: Increased when comparing November 2025 with November 2024; In November 2025 the Barnett Ave Reconstruction Engineering services occurred. This makes up the majority of the increase.

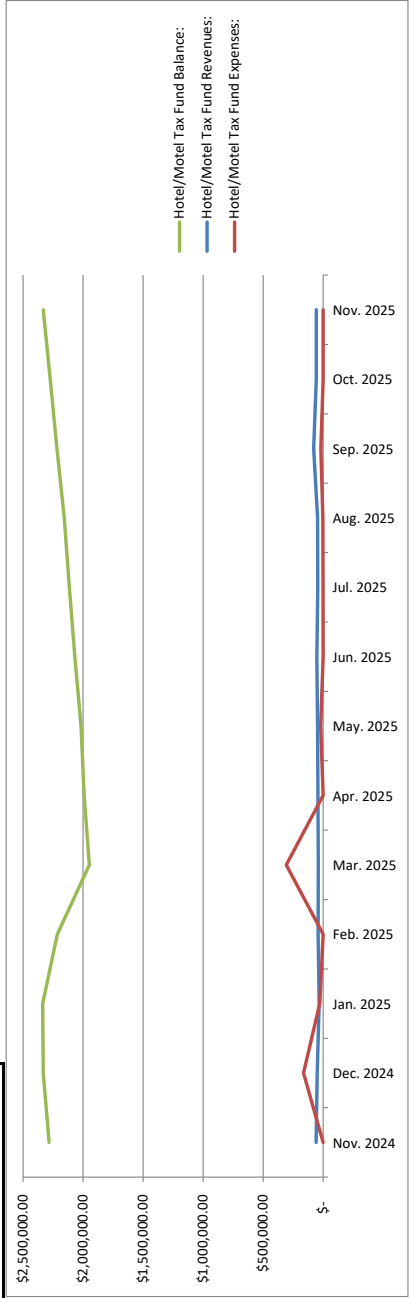
VILLAGE OF FORSYTH
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HOTEL/MOTEL FUND:

Month:	Hotel/Motel Tax Fund Revenues:	Hotel/Motel Tax Fund Expenses:	Hotel/Motel Tax Fund Balance:
Nov. 2024	\$ 57,906.69	\$ -	\$ 2,282,600.71
Dec. 2024	\$ 48,873.55	\$ 163,989.76	\$ 2,331,474.26
Jan. 2025	\$ 33,163.49	\$ 28,000.00	\$ 2,336,637.75
Feb. 2025	\$ 42,401.34	\$ -	\$ 2,215,049.33
Mar. 2025	\$ 40,056.57	\$ 307,357.74	\$ 1,947,748.16
Apr. 2025	\$ 42,823.71	\$ -	\$ 1,990,571.87
May. 2025	\$ 46,042.44	\$ 20,097.50	\$ 2,016,516.81
Jun. 2025	\$ 52,322.89	\$ -	\$ 2,068,839.70
Jul. 2025	\$ 45,217.06	\$ 307.71	\$ 2,113,749.05
Aug. 2025	\$ 46,211.80	\$ 2,500.00	\$ 2,157,460.85
Sep. 2025	\$ 79,053.73	\$ 18,918.50	\$ 2,217,596.08
Oct. 2025	\$ 56,929.11	\$ -	\$ 2,274,525.19
Nov. 2025	\$ 56,719.98	\$ -	\$ 2,331,245.17

Revenues: Decreased when comparing November 2025 with November 2024. At the end of November 2025 all of the hotel/motel tax revenues were for the month of October '25 (paid to the village in November 2025). The hotel revenues were lower compared to this time last year. This makes up the majority of the decrease. Additional notes regarding the fund balance: At the end of November 2025 the village has a total of \$1,400,000.00 invested in seven different cd's (2-\$200,000.00 for 13 months at 3.33%, 3-\$200,000.00 for 5-months at 3.60% and 2-\$200,000.00 for 5 months at 4.01% rate). The seven cd's are part of the fund balance outlined above.

Expenses: No change occurred when comparing November 2025 with November 2024. No expenses occurred in either year.

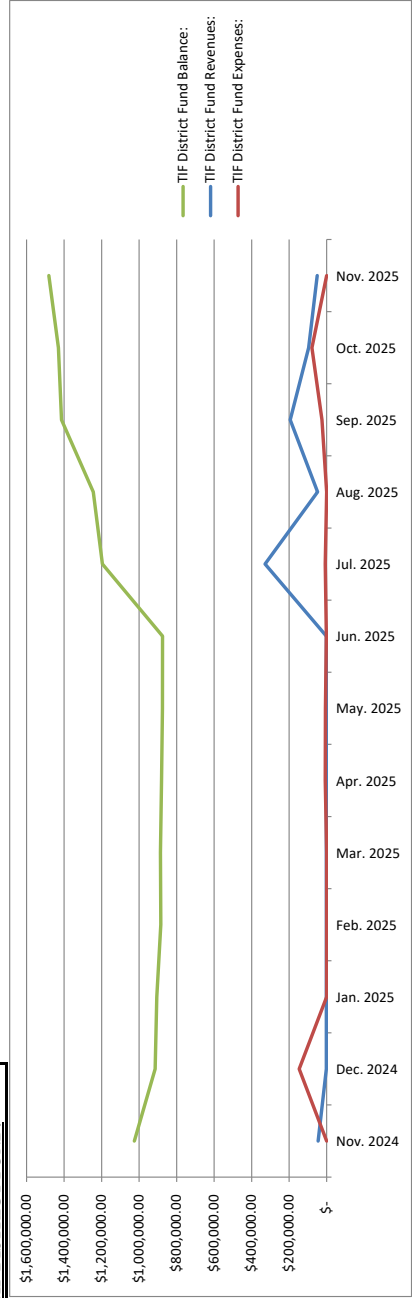


TIF DISTRICT FUND:

Month:	TIF District Fund Revenues:	TIF District Fund Expenses:	TIF District Fund Balance:
Nov. 2024	\$ 45,262.78	\$ -	\$ 1,025,821.39
Dec. 2024	\$ 2,060.39	\$ 146,455.84	\$ 913,965.90
Jan. 2025	\$ 1,659.25	\$ -	\$ 905,361.09
Feb. 2025	\$ 1,480.10	\$ -	\$ 884,565.29
Mar. 2025	\$ 1,615.24	\$ -	\$ 886,180.53
Apr. 2025	\$ 1,557.15	\$ 7,505.50	\$ 880,232.18
May. 2025	\$ 1,545.90	\$ 6,508.00	\$ 875,270.08
Jun. 2025	\$ 1,595.19	\$ 1,800.00	\$ 875,065.27
Jul. 2025	\$ 328,458.40	\$ 7,505.50	\$ 1,196,018.17
Aug. 2025	\$ 48,651.01	\$ -	\$ 1,244,669.18
Sep. 2025	\$ 194,053.94	\$ 25,000.00	\$ 1,413,723.12
Oct. 2025	\$ 95,897.55	\$ 78,975.66	\$ 1,430,645.01
Nov. 2025	\$ 50,616.97	\$ -	\$ 1,481,261.98

Revenues: Increased when comparing November 2025 with November 2024. In November 2025 the Village received their fifth TIF property tax installment in the amount of \$48,651.01 making the total received \$706,741.54 (2024 our fifth installment was \$43,348.54 making the total \$570,202.65). This makes up the majority of the increase.

Expenses: No change occurred when comparing November 2025 with November 2024. No expenses occurred in either year.



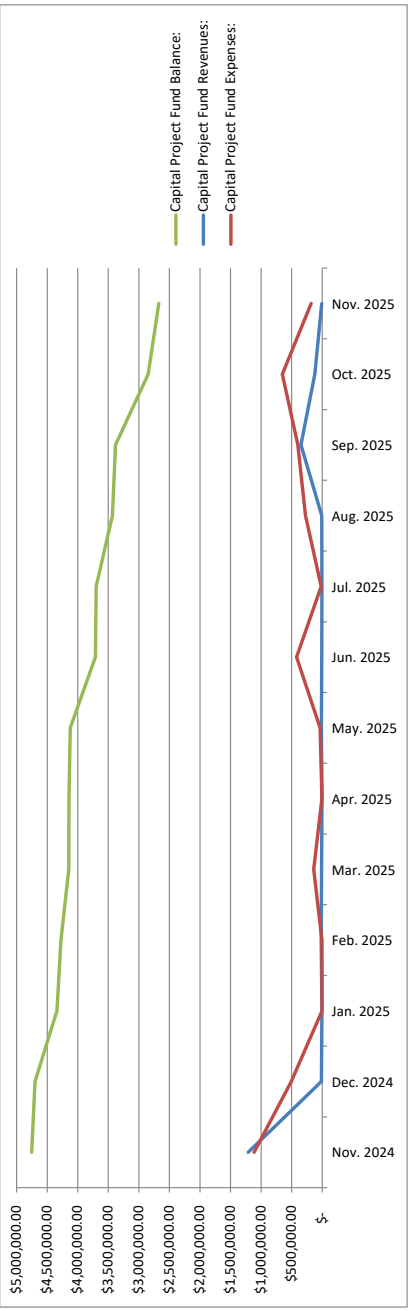
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CAPITAL PROJECT FUND:

Month:	Capital Project Fund Revenues:	Capital Project Fund Expenses:	Capital Project Fund Balance:
Nov. 2024	\$ 1,211,927.33	\$ 1,115,445.23	\$ 4,753,902.46
Dec. 2024	\$ 13,716.53	\$ 507,334.60	\$ 4,699,286.14
Jan. 2025	\$ 4,577.52	\$ 3,750.00	\$ 4,341,226.91
Feb. 2025	\$ 17,489.76	\$ 4,368.75	\$ 4,274,232.92
Mar. 2025	\$ 11,093.13	\$ 138,807.54	\$ 4,146,518.51
Apr. 2025	\$ 3,953.55	\$ 6,150.00	\$ 4,144,322.06
May. 2025	\$ 13,842.46	\$ 34,831.46	\$ 4,123,333.06
Jun. 2025	\$ 9,437.47	\$ 420,964.41	\$ 3,711,806.12
Jul. 2025	\$ 4,037.57	\$ 16,783.30	\$ 3,699,060.39
Aug. 2025	\$ 9,358.90	\$ 274,451.59	\$ 3,433,967.70
Sep. 2025	\$ 347,102.70	\$ 400,490.60	\$ 3,380,579.80
Oct. 2025	\$ 120,139.01	\$ 652,764.62	\$ 2,847,954.19
Nov. 2025	\$ 8,863.20	\$ 182,573.52	\$ 2,674,243.87

Revenues: Decreased when comparing November 2025 with November 2024; In November 2024, a inter-fund transfer was completed (\$1,199,340 from general fund to capital fund") as budgeted in 2024. There were no inter-fund transfers budgeted in 2025 within the general fund. This makes up the majority of the decrease. Additional notes regarding the fund balance; At the end of November 2025 the village has a total of \$700,000.00 invested in three different cd's (1- \$300,000.00 for 91 days at 2.75% rate, and 2-\$200,000.00 at 2.75% rate). The three cd's are part of the fund balance outlined above.

Expenses: Decreased when comparing November 2025 with November 2024; In November 2024, playground upgrades, Avalon, Grayhawk, prairie In/talon In and park trails (w/weaver to hickory point rd) projects occurred. In November 2025, grade school walking trail, library external repairs, annual pavement, and prairie winds development projects occurred. At the end of November 2025 expenses were lower compared to this time last year. This makes up the majority of the decrease.

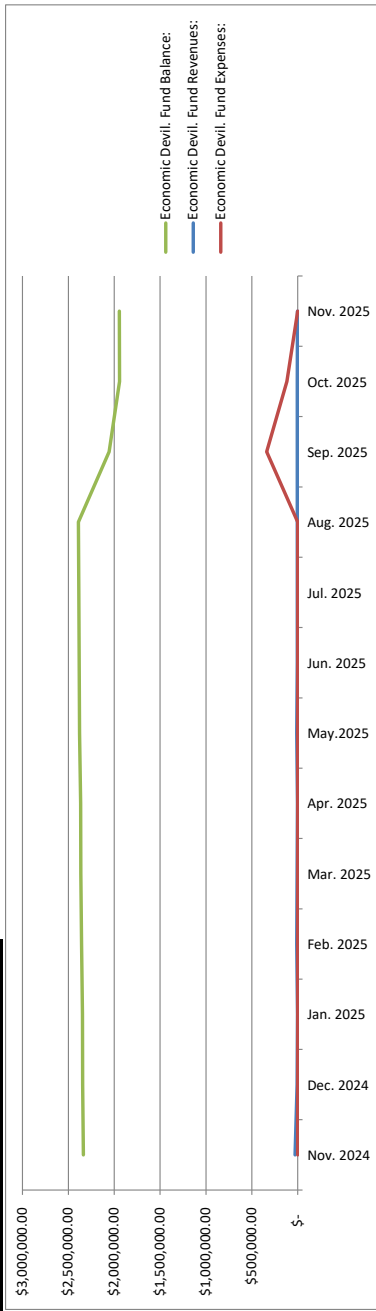


ECONOMIC DEVELOPMENT FUND:

Month:	Economic Devl. Fund Revenues:	Economic Devl. Fund Expenses:	Economic Devl. Fund Balance:
Nov. 2024	\$ 28,621.93	\$ -	\$ 2,336,760.23
Dec. 2024	\$ 6,945.16	\$ -	\$ 2,343,705.39
Jan. 2025	\$ 2,174.33	\$ -	\$ 2,345,879.72
Feb. 2025	\$ 10,895.73	\$ -	\$ 2,356,775.45
Mar. 2025	\$ 7,046.47	\$ -	\$ 2,363,821.92
Apr. 2025	\$ 2,745.52	\$ -	\$ 2,366,567.44
May. 2025	\$ 10,584.94	\$ -	\$ 2,377,152.38
Jun. 2025	\$ 4,510.23	\$ -	\$ 2,381,662.61
Jul. 2025	\$ 4,348.15	\$ -	\$ 2,386,010.76
Aug. 2025	\$ 4,190.38	\$ -	\$ 2,390,201.14
Sep. 2025	\$ 3,872.20	\$ 338,260.76	\$ 2,055,812.58
Oct. 2025	\$ 3,586.80	\$ 117,620.62	\$ 1,941,778.76
Nov. 2025	\$ 2,723.82	\$ -	\$ 1,944,502.58

Revenues: Decreased when comparing November 2025 with November 2024; In November 2024 the village received the annual loan incentive repayment, which was the 2nd year for the repayment (2023-2027). At the end of November 2025 the village has not received the annual loan incentive repayment for 2025. Staff has been in contact with the borrower requesting payment. This makes up the majority of the decrease. Additional notes regarding the fund balance; At the end of November 2025 there were no CD investments. This was done in preparation of funds needed for the Prairie Winds north/South road, storm sewer, water/sewer utilities projects.

Expenses: No change occurred when comparing November 2025 with November 2024. No expenses occurred in either year.



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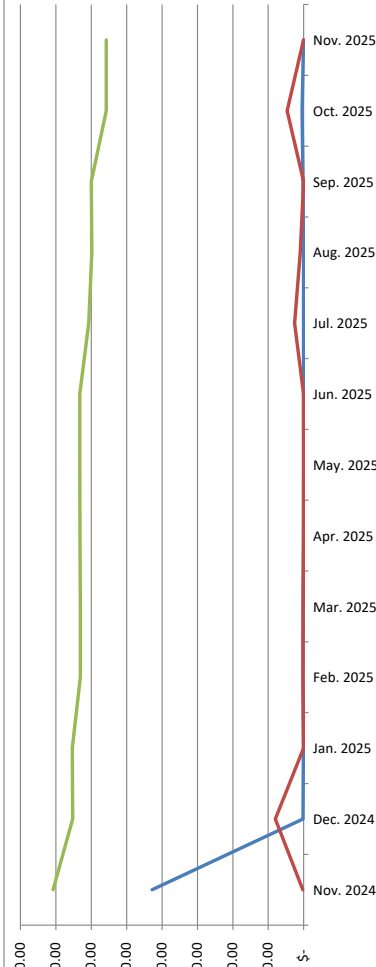
FORSYTH FAMILY SPORTS/NATURE PARK (FFSNP) FUND:

Month:	FFSNP Fund Revenues	FFSNP Fund Expenses:	FFSNP Fund Balance:
Nov. 2024	\$ 2,139,846.66	\$ 10,445.94	\$ 3,538,614.85
Dec. 2024	\$ 9,662.56	\$ 400,073.82	\$ 3,262,198.14
Jan. 2025	\$ 4,577.52	\$ -	\$ 3,265,864.86
Feb. 2025	\$ 8,492.62	\$ 8,252.77	\$ 3,153,020.96
Mar. 2025	\$ 8,205.30	\$ 6,745.79	\$ 3,154,480.47
Apr. 2025	\$ 4,173.19	\$ -	\$ 3,158,653.66
May 2025	\$ 2,083.00	\$ -	\$ 3,160,736.66
Jun. 2025	\$ 2,200.11	\$ 905.00	\$ 3,162,031.77
Jul. 2025	\$ 1,863.49	\$ 128,122.51	\$ 3,035,772.75
Aug. 2025	\$ 1,676.15	\$ 47,123.47	\$ 2,990,325.43
Sep. 2025	\$ 8,746.66	\$ -	\$ 2,999,072.09
Oct. 2025	\$ 21,797.98	\$ 233,190.94	\$ 2,787,679.13
Nov. 2025	\$ 1,129.39	\$ 627.00	\$ 2,788,181.52

Revenues: Decreased when comparing November 2025 with November 2024. In November 2024 the inter-fund transfer was completed (\$2,130,000 "from general fund to sports/nature park fund") as budgeted in 2024. In November 2025 bank/cd interest were lower compared to this time last year. This makes up the majority of the decrease. Additional notes regarding the fund balance: At the end of November 2025 the village has a total of \$2,000,000.00 invested in eight different cd's (2-\$200,000.00 for 13 months at 3.33% rate, 2-\$200,000.00 for 5 months at 4.01% and 4-\$300,000.00 for 5 months at 3.75% rate). The eight cd's are part of the fund balance outlined above.

Expenses: Decreased when comparing November 2025 with November 2024. In November 2025 expenses for Engineering services and construction of pond were lower compared to November 2024. This makes up the majority of the decrease.

FFSNP Fund Balance:
FFSNP Fund Revenues
FFSNP Fund Expenses:



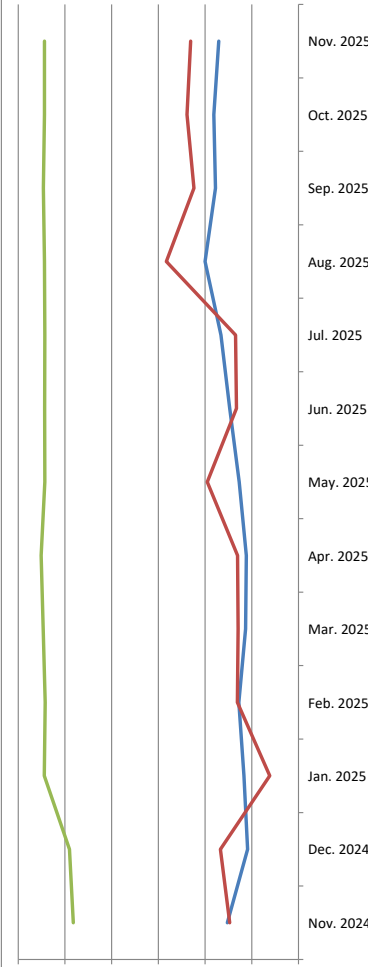
WATER FUND:

Month:	Water Fund billed Revenues	Water Fund Expenses:	Water Fund Balance:
Nov. 2024	\$ 76,073.04	\$ 73,543.78	\$ 241,068.46
Dec. 2024	\$ 54,473.50	\$ 83,618.52	\$ 245,101.27
Jan. 2025	\$ 58,418.71	\$ 30,766.98	\$ 272,050.23
Feb. 2025	\$ 63,905.25	\$ 65,388.17	\$ 271,207.05
Mar. 2025	\$ 56,677.10	\$ 64,598.66	\$ 273,346.91
Apr. 2025	\$ 55,860.35	\$ 65,225.71	\$ 275,498.85
May 2025	\$ 63,390.91	\$ 97,649.24	\$ 271,473.22
Jun. 2025	\$ 73,703.66	\$ 66,374.43	\$ 271,799.82
Jul. 2025	\$ 82,960.72	\$ 67,319.63	\$ 271,516.45
Aug. 2025	\$ 100,009.84	\$ 141,475.52	\$ 271,962.52
Sep. 2025	\$ 88,885.57	\$ 111,993.32	\$ 273,087.81
Oct. 2025	\$ 90,623.28	\$ 119,338.04	\$ 271,921.48
Nov. 2025	\$ 85,315.59	\$ 115,360.43	\$ 271,973.79

Revenues: Increased when comparing November 2025 with November 2024. The water revenues billed were higher compared to this time last year. This makes up the majority of the decrease. On 09/03/2024 the board approved ordinance 2024-30 to increase the water rates based upon the (inter-office) water rate study. The increase went into effect 01/01/2025 billing (usage 11/20/2024 to 12/20/2024).

Expenses: Increased when comparing November 2025 with November 2024. In August 2025 a lightning strike hit the water plant and was turning into the Village's insurance (IMLRMA). Various repairs were needed to the water plant from the lightning strike, building and professional services were higher compared to this time last year. This makes up the majority of the increase. The Village's water fund reserve policy is to keep three months of expenses in reserve. In 2025 our water fund reserve is not to go below \$270,475. At the end of November 2025 the water fund owes the general fund a total of \$494,000.00 (\$54,000.00 from July 2025 + \$140,000.00 from August 2025 + \$100,000.00 from September 2025 + \$100,000.00 from October 2025 + \$100,000.00 from November 2025). If the water fund did not owe the general fund balance the water fund bank balance would be negative (\$222,026.21).

Water Fund Balance:
Water Fund billed Revenues
Water Fund Expenses:



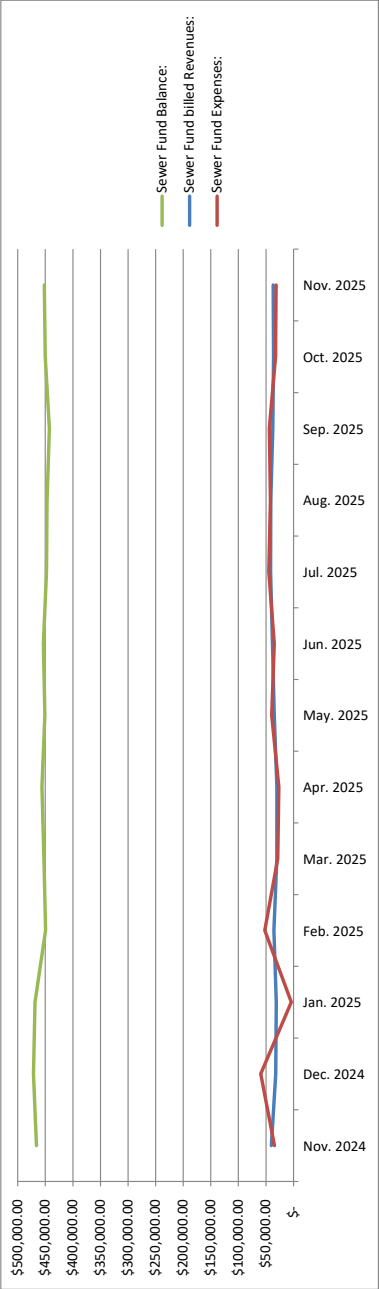
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SEWER FUND:

Month:	Sewer Fund billed Revenues:	Sewer Fund Expenses:	Sewer Fund Balance:
Nov. 2024	\$ 40,399.93	\$ 34,681.86	\$ 466,120.47
Dec. 2024	\$ 32,414.50	\$ 59,482.58	\$ 471,405.15
Jan. 2025	\$ 31,430.14	\$ 4,088.30	\$ 468,561.82
Feb. 2025	\$ 35,488.42	\$ 52,124.42	\$ 449,304.66
Mar. 2025	\$ 30,486.12	\$ 28,565.10	\$ 452,453.18
Apr. 2025	\$ 30,268.04	\$ 26,533.30	\$ 456,130.95
May. 2025	\$ 34,866.56	\$ 39,450.09	\$ 450,841.75
Jun. 2025	\$ 38,310.40	\$ 34,990.25	\$ 453,325.56
Jul. 2025	\$ 41,607.15	\$ 44,756.25	\$ 447,811.34
Aug. 2025	\$ 41,238.02	\$ 42,050.03	\$ 446,837.82
Sep. 2025	\$ 37,707.47	\$ 43,930.68	\$ 442,612.84
Oct. 2025	\$ 36,203.63	\$ 32,665.90	\$ 450,231.70
Nov. 2025	\$ 36,811.28	\$ 31,497.91	\$ 451,851.93

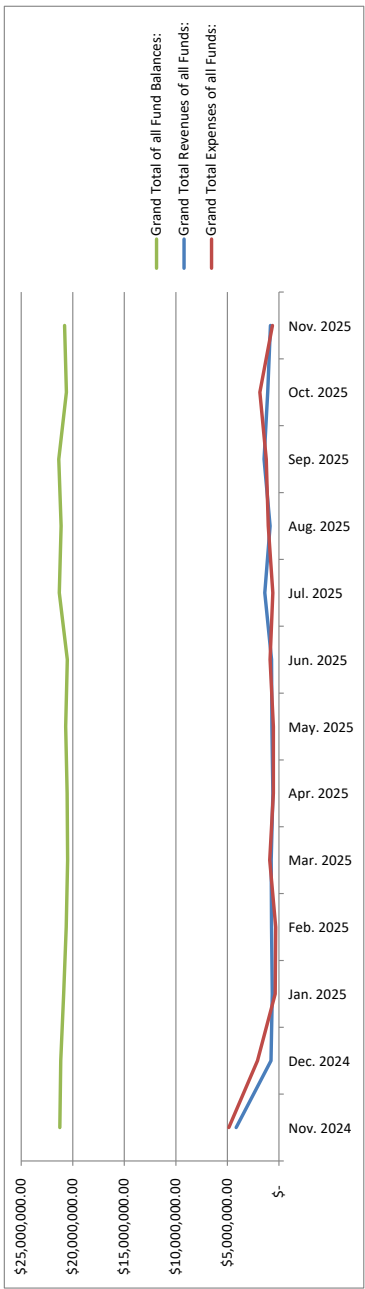
Revenues: Decreased when comparing November 2025 with November 2024; The sewer revenues billed were lower compared to this time last year. This makes up the majority of the decrease. On 09/03/2024 the board approved ordinance 2024-30 to increase the sewer rates based upon the (inter-office) sewer rate study. The increase went into effect 01/01/2025 billing (usage 11/20/2024 to 12/20/2024).

Expenses: Decreased when comparing November 2025 with November 2024; Sewer Discharge fees were lower compared to this time last year. This makes up the majority of the decrease.



GRAND TOTAL OF ALL FUNDS:

Month:	Grand Total Revenues of all Funds:	Grand Total Expenses of all Funds:	Grand Total of all Fund Balances:
Nov. 2024	\$ 4,150,032.87	\$ 4,860,991.37	\$ 21,256,933.25
Dec. 2024	\$ 764,872.72	\$ 2,082,939.80	\$ 21,165,865.12
Jan. 2025	\$ 643,572.60	\$ 367,775.83	\$ 20,886,950.75
Feb. 2024	\$ 723,922.46	\$ 313,068.15	\$ 20,625,178.48
Mar. 2025	\$ 756,852.83	\$ 896,318.09	\$ 20,498,002.14
Apr. 2025	\$ 587,463.20	\$ 539,965.08	\$ 20,546,960.59
May. 2025	\$ 683,836.80	\$ 541,766.26	\$ 20,687,558.16
Jun. 2025	\$ 725,169.28	\$ 863,428.33	\$ 20,532,872.52
Jul. 2025	\$ 1,367,550.81	\$ 593,112.22	\$ 21,304,907.70
Aug. 2025	\$ 867,815.14	\$ 1,044,062.15	\$ 21,121,099.21
Sep. 2025	\$ 1,444,143.33	\$ 1,225,895.07	\$ 21,356,578.74
Oct. 2025	\$ 1,094,187.53	\$ 1,849,035.98	\$ 20,617,359.85
Nov. 2025	\$ 824,676.68	\$ 620,994.65	\$ 20,799,445.89

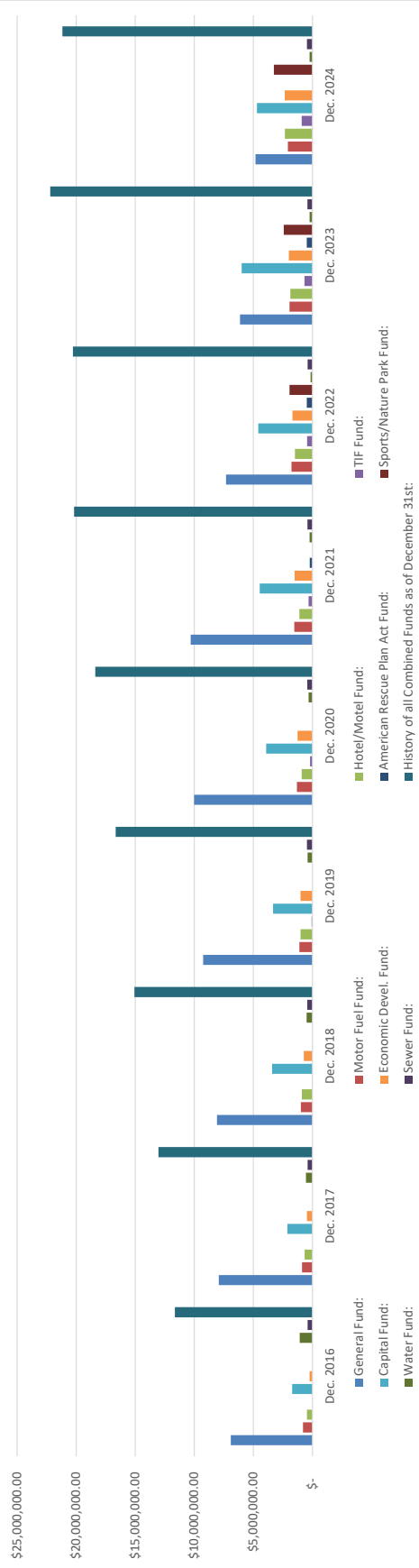


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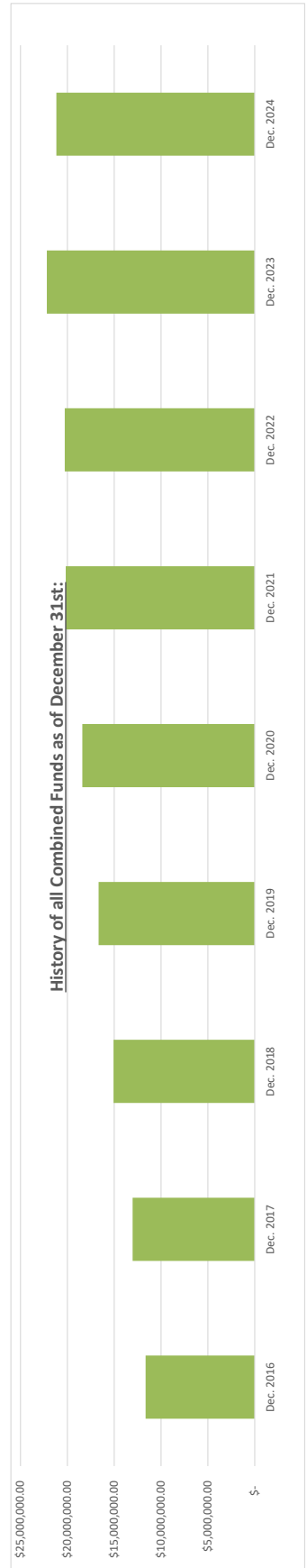
HISTORY BY EACH FUND BALANCE AS OF DECEMBER 31ST:

Y ear:	General Fund:	Motor Fuel Fund:	Hotel/Motel Fund:	TIF Fund:	Capital Fund:	Economic Devel. Fund:	American Rescue Plan Act Fund:	Sports/Nature Park Fund:	Water Fund:	Sewer Fund:	History of all Combined Funds as of December 31st:
Dec. 2016	\$ 6,918,159.00	\$ 795,519.02	\$ 474,324.15	\$ -	\$ 1,715,296.77	\$ 250,340.69	\$ -	\$ -	\$ 1,081,497.54	\$ 408,554.01	\$ 11,643,691.18
Dec. 2017	\$ 7,925,637.18	\$ 888,138.44	\$ 663,377.30	\$ -	\$ 2,122,010.94	\$ 467,708.49	\$ -	\$ -	\$ 553,200.55	\$ 412,232.92	\$ 13,032,305.82
Dec. 2018	\$ 8,077,934.55	\$ 985,561.28	\$ 892,626.15	\$ 26,373.08	\$ 3,414,476.02	\$ 738,217.51	\$ -	\$ -	\$ 499,170.71	\$ 435,093.34	\$ 15,069,452.64
Dec. 2019	\$ 9,259,033.03	\$ 1,105,691.64	\$ 1,004,014.33	\$ 82,273.30	\$ 3,331,238.31	\$ 1,009,718.40	\$ -	\$ -	\$ 409,811.64	\$ 461,719.07	\$ 16,663,499.72
Dec. 2020	\$ 10,013,214.78	\$ 1,318,680.34	\$ 907,563.83	\$ 198,300.31	\$ 3,916,906.23	\$ 1,264,078.79	\$ -	\$ -	\$ 331,136.75	\$ 441,548.83	\$ 18,391,429.86
Dec. 2021	\$ 10,315,617.49	\$ 1,532,874.34	\$ 1,107,073.04	\$ 327,338.12	\$ 4,458,805.49	\$ 1,517,885.48	\$ 236,802.55	\$ -	\$ 248,209.41	\$ 431,302.59	\$ 20,175,908.51
Dec. 2022	\$ 7,314,525.66	\$ 1,769,770.75	\$ 1,477,411.17	\$ 448,371.25	\$ 4,581,810.79	\$ 1,694,249.49	\$ 475,198.51	\$ 1,937,152.91	\$ 160,036.17	\$ 413,331.51	\$ 20,271,858.21
Dec. 2023	\$ 6,129,776.80	\$ 1,940,662.23	\$ 1,877,081.89	\$ 676,075.24	\$ 5,987,593.45	\$ 2,005,789.16	\$ 485,945.82	\$ 2,423,650.26	\$ 240,751.57	\$ 426,698.67	\$ 22,194,025.09
Dec. 2024	\$ 4,819,800.58	\$ 2,078,928.29	\$ 2,331,474.26	\$ 913,965.90	\$ 4,699,286.14	\$ 2,343,705.39	\$ -	\$ 3,262,198.14	\$ 245,101.27	\$ 471,405.15	\$ 21,165,865.12

History of each Fund Balance as of December 31st:



History of all Combined Funds as of December 31st:

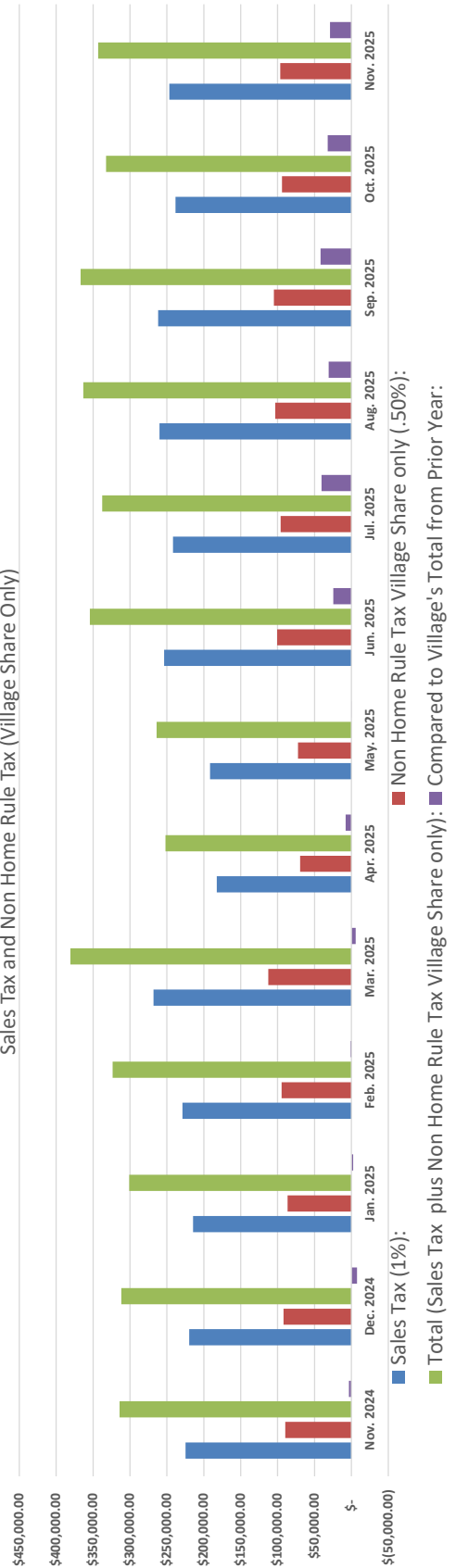


VILLAGE OF FORSYTH
MONTHLY TREASURER'S REPORT
for November 30, 2025 which is 92% into the budget year

Calendar Year:	Sales Tax (1%):	Non Home Rule Tax Village Share only (.50%):	Total (Sales Tax plus Non Home Rule Tax Village Share only):	Compared to Village's Total from Prior Year:	M/F School Payment for Non Home Rule Tax (.50%):
2016	\$ 2,287,729.65	\$ 1,015,990.69	\$ 3,303,720.34	\$ 26,339.86	\$ 1,015,990.69
2017	\$ 2,230,356.34	\$ 983,934.13	\$ 3,214,290.47	\$ (89,429.87)	\$ 990,805.91
2018	\$ 2,328,327.99	\$ 1,017,135.44	\$ 3,345,463.43	\$ 131,172.96	\$ 1,017,135.44
2019	\$ 2,387,019.43	\$ 994,551.54	\$ 3,381,570.97	\$ 36,107.54	\$ 994,551.55
2020	\$ 2,322,563.19	\$ 934,929.16	\$ 3,257,492.35	\$ (124,078.72)	\$ 934,929.15
2021	\$ 2,561,883.94	\$ 1,037,308.07	\$ 3,599,192.01	\$ 341,699.66	\$ 1,037,309.06
2022	\$ 2,552,463.82	\$ 1,044,853.08	\$ 3,597,316.90	\$ (1,875.11)	\$ 1,044,853.09
2023	\$ 2,626,527.04	\$ 1,100,590.74	\$ 3,727,117.78	\$ 129,800.88	\$ 1,100,590.74
2024	\$ 2,642,592.12	\$ 1,088,728.07	\$ 3,731,320.19	\$ 4,202.41	\$ 1,088,728.07

Month of Sales:	Month Collected:	Sales Tax (1%):	Non Home Rule Tax Village Share only (.50%):	Total (Sales Tax plus Non Home Rule Tax Village Share only):	Compared to Village's Total from Prior Year:	M/F School Payment for Non Home Rule Tax (.50%):
Aug. 2024	Nov. 2024	\$ 224,640.50	\$ 89,559.89	\$ 314,200.39	\$ 3,343.90	\$ 89,559.89
Sep. 2024	Dec. 2024	\$ 219,764.07	\$ 92,018.46	\$ 311,782.53	\$ (7,644.24)	\$ 92,018.46
Oct. 2024	Jan. 2025	\$ 214,639.78	\$ 86,491.50	\$ 301,131.28	\$ (2,332.81)	\$ 86,491.50
Nov. 2024	Feb. 2025	\$ 228,994.11	\$ 94,651.50	\$ 323,645.61	\$ 1,272.49	\$ 94,651.49
Dec. 2024	Mar. 2025	\$ 268,102.53	\$ 112,673.95	\$ 380,776.48	\$ (5,782.12)	\$ 112,673.96
Jan. 2025	Apr. 2025	\$ 182,371.99	\$ 69,551.42	\$ 251,923.41	\$ 7,752.58	\$ 69,551.41
Feb. 2025	May. 2025	\$ 191,507.37	\$ 72,474.08	\$ 263,981.45	\$ (218.60)	\$ 72,474.09
Mar. 2025	Jun. 2025	\$ 253,856.30	\$ 100,601.82	\$ 354,458.12	\$ 24,630.71	\$ 100,601.83
Apr. 2025	Jul. 2025	\$ 241,850.82	\$ 95,756.18	\$ 337,607.00	\$ 40,518.94	\$ 95,756.18
May. 2025	Aug. 2025	\$ 260,044.75	\$ 103,098.84	\$ 363,143.59	\$ 30,847.17	\$ 103,098.84
Jun. 2025	Sep. 2025	\$ 261,906.40	\$ 104,912.69	\$ 366,819.09	\$ 41,697.47	\$ 104,912.69
Jul. 2025	Oct. 2025	\$ 238,237.99	\$ 94,091.34	\$ 332,329.33	\$ 32,092.26	\$ 94,091.33
Aug. 2025	Nov. 2025	\$ 246,763.17	\$ 96,467.45	\$ 343,230.62	\$ 29,030.23	\$ 96,467.46
2025 Total:		\$ 2,588,275.21	\$ 1,030,770.77	\$ 3,619,045.98	\$ 199,508.32	\$ 1,030,770.78

Sales Tax and Non Home Rule Tax (Village Share Only)



G/L ACCT NUMBER	TITLE	FISCAL BUDGET	ACTUAL M-T-D	Y-T-D	UNEXPENDED BUDGET	% USED
01-00-311-1	PROP TAX-CORPORATE	\$217,300.00	\$3,197.73	\$223,846.20	\$6,546.20-	103.01
01-00-311-2	PROP TAX-POLICE	\$93,100.00	\$1,370.43	\$95,929.44	\$2,829.44-	103.04
01-00-311-3	PROP TAX-FICA	\$10,600.00	\$156.18	\$10,932.25	\$332.25-	103.13
01-00-311-4	PROP TAX AUDIT	\$15,000.00	\$220.88	\$15,461.54	\$461.54-	103.08
01-00-311-5	PROP TAX-INSURANCE	\$34,000.00	\$500.54	\$35,038.28	\$1,038.28-	103.05
01-00-311-6	PROP TAX-IMRF	\$15,400.00	\$227.00	\$15,890.41	\$490.41-	103.18
01-00-311-7	PROP TAX-ST LIGHTING	\$50,000.00	\$736.17	\$51,532.41	\$1,532.41-	103.06
01-00-311-8	PROP TAX-UNEMP INS	\$2,000.00	\$30.19	\$2,113.63	\$113.63-	105.68
01-00-321	LIQUOR LICENSE	\$30,500.00	\$15,000.00	\$15,000.00	\$15,500.00	49.18
01-00-322	CANNABIS LICENSE	\$3,500.00	\$0.00	\$3,500.00	\$0.00	100.00
01-00-325	FRANCHISE FEES	\$103,500.00	\$14,681.17	\$90,396.68	\$13,103.32	87.34
01-00-331	BUILDING PERMITS FEES	\$7,000.00	\$688.62	\$7,167.24	\$167.24-	102.39
01-00-334	HVAC/MECHANICAL PERMIT FEES	\$1,200.00	\$120.00	\$120.00	\$480.00	60.00
01-00-336	LAND DISTURBANCE PERMIT FEES	\$200.00	\$0.00	\$150.00	\$50.00	75.00
01-00-337	GOLF CART PERMIT FEES	\$3,000.00	\$0.00	\$2,400.00	\$600.00	80.00
01-00-339	OTHER PERMITS/ADMINISTRATIVE FEE	\$7,000.00	\$150.00	\$2,915.00	\$4,085.00	41.64
01-00-341	STATE INCOME TAX	\$600,000.00	\$41,202.32	\$635,692.37	\$35,692.37-	105.95
01-00-342	REPLACEMENT TAX	\$6,800.00	\$0.00	\$3,401.42	\$3,398.58	50.02
01-00-344	GRANTS	\$7,000.00	\$0.00	\$7,307.65	\$307.65-	104.40
01-00-345	SALES TAX	\$2,700,000.00	\$246,763.17	\$2,588,275.21	\$111,724.79	95.86
01-00-345-1	SALES TAX INFRASTRUCTURE	\$1,125,000.00	\$96,467.45	\$1,030,770.77	\$94,229.23	91.62
01-00-345-2	SALES TAX INFRASTR SCHOOL	\$1,125,000.00	\$96,467.46	\$1,030,770.78	\$94,229.22	91.62
01-00-345-3	SALES TAX LOCAL USE	\$150,000.00	\$3,178.89	\$56,202.69	\$93,797.31	37.47
01-00-345-4	CANNABIS SALES TAX	\$10,000.00	\$0.00	\$0.00	\$10,000.00	.00
01-00-346	ROAD & BRIDGE TAX	\$107,000.00	\$1,872.76	\$131,350.41	\$24,350.41-	122.76
01-00-359	OTHER FINES	\$500.00	\$0.00	\$0.00	\$500.00	.00
01-00-360	ELECTRICAL INSPECTION FEES	\$5,000.00	\$360.00	\$3,720.00	\$1,280.00	74.40
01-00-374	PLAN REVIEW FEES	\$5,000.00	\$2,041.25	\$11,423.60	\$6,423.60-	228.47
01-00-375	LIBRARY FINES/FEES	\$3,000.00	\$220.83	\$2,300.99	\$699.01	76.70
01-00-381	INTEREST INCOME	\$240,000.00	\$19,213.91	\$204,050.86	\$35,949.14	85.02
01-00-382-2	BALL FIELD DIAMOND RENTAL FEES	\$11,500.00	\$15,160.00	\$19,965.00	\$8,465.00-	173.61
01-00-382-3	COMM. CNTR RENTAL FEES	\$6,000.00	\$1,000.00	\$7,475.00	\$1,475.00-	124.58
01-00-383	DONATIONS	\$0.00	\$517.50	\$2,686.41	\$2,686.41-	.00
01-00-385	FORSYTH FAMILY FEST	\$4,000.00	\$0.00	\$2,640.00	\$1,360.00	66.00
01-00-385-1	FORSYTH 1ST FRIDAYS/RUDOLPH MARK	\$2,700.00	\$350.00	\$1,797.42	\$902.58	66.57
01-00-387	FARM INCOME	\$15,000.00	\$0.00	\$0.00	\$15,000.00	.00
01-00-388	LAND LEASE RISE BROADBAND	\$4,800.00	\$400.00	\$4,400.00	\$400.00	91.67
01-00-389	MISCELLANEOUS INCOME	\$19,000.00	\$790.57	\$16,607.72	\$2,392.28	87.41
01-00-390	EVENT SPONSORS	\$13,250.00	\$0.00	\$6,000.00	\$7,250.00	45.28
** TOTAL REVENUE		\$6,753,850.00	\$563,085.02	\$6,339,831.38	\$414,018.62	93.87
DEPARTMENT 00 TOTALS		\$6,753,850.00	\$563,085.02	\$6,339,831.38	\$414,018.62	93.87

G/L ACCT NUMBER	TITLE	FISCAL BUDGET	ACTUAL M-T-D	Y-T-D	UNEXPENDED BUDGET	% USED
01-10-430	SALARIES-ELECTED	\$19,500.00	\$0.00	\$6,500.16	\$12,999.84	33.33
01-10-549	OTHER PROFESSIONAL SERVICES	\$1,000.00	\$0.00	\$148.50	\$851.50	14.85
01-10-554	PRINTING	\$400.00	\$0.00	\$120.00	\$280.00	30.00
01-10-560	PROFESSIONAL DEVELOPMENT	\$275.00	\$0.00	\$275.00	\$0.00	100.00
01-10-913	PROMOTIONAL	\$44,000.00	\$0.00	\$17,872.20	\$26,127.80	40.62
01-10-914	FAMILY FEST	\$76,000.00	\$0.00	\$77,935.79	\$1,935.79-	102.55
01-10-917	ACTIVITIES & EVENTS	\$35,200.00	\$4,486.04	\$25,738.81	\$9,461.19	73.12
01-10-917-1	FARMERS MARKET EVENT	\$15,000.00	\$0.00	\$7,942.60	\$7,057.40	52.95
01-10-918-1	ECONOMIC DEVELOPMENT CORP. (EDC)	\$10,000.00	\$0.00	\$10,000.00	\$0.00	100.00
01-10-929	MISCELLANEOUS EXPENSES	\$1,600.00	\$75.00	\$1,587.91	\$12.09	99.24
** TOTAL EXPENSE		\$202,975.00	\$4,561.04	\$148,120.97	\$54,854.03	72.97
DEPARTMENT 10 TOTALS		\$202,975.00C	\$4,561.04CR	\$148,120.97C	\$54,854.03-	72.97

G/L ACCT NUMBER	TITLE	FISCAL BUDGET	ACTUAL M-T-D	Y-T-D	UNEXPENDED BUDGET	% USED
01-11-421	SALARIES-REGULAR	\$320,050.00	\$24,505.68	\$297,077.06	\$22,972.94	92.82
01-11-423	SALARIES-OVERTIME	\$1,600.00	\$0.00	\$0.00	\$1,600.00	.00
01-11-451	HEALTH/DENTAL/VISION INSURANCE	\$56,600.00	\$4,544.57	\$55,768.97	\$831.03	98.53
01-11-453	IL UNEMPLOYMENT COMPENSATION	\$12,000.00	\$0.00	\$0.00	\$12,000.00	.00
01-11-461	FICA (CONTRIBUTION)	\$25,000.00	\$1,836.74	\$22,787.41	\$2,212.59	91.15
01-11-462	I M R F CONTRIBUTION	\$34,200.00	\$2,559.00	\$31,203.16	\$2,996.84	91.24
01-11-471	UNIFORM ALLOWANCE	\$2,000.00	\$0.00	\$1,180.26	\$819.74	59.01
01-11-511	BUILDING MAINTENANCE SERVICE	\$5,000.00	\$45.00	\$495.00	\$4,505.00	9.90
01-11-512	EQUIPMENT MAINTENANCE SERVICE	\$6,000.00	\$60.00	\$4,279.69	\$1,720.31	71.33
01-11-531	ACCOUNTING SERVICE	\$29,800.00	\$0.00	\$28,000.00	\$1,800.00	93.96
01-11-532	ENGINEERING SERVICE	\$85,000.00	\$1,795.20	\$44,766.02	\$40,233.98	52.67
01-11-533	LEGAL SERVICE	\$70,000.00	\$0.00	\$62,312.50	\$7,687.50	89.02
01-11-535	DEPUTY CONTRACT	\$692,600.00	\$749.12	\$475,626.74	\$216,973.26	68.67
01-11-537	IT SERVICE	\$39,800.00	\$1,116.96	\$39,326.45	\$473.55	98.81
01-11-547	ELECTRICAL INSPECTION	\$3,500.00	\$240.00	\$2,100.00	\$1,400.00	60.00
01-11-549	OTHER PROFESSIONAL SERVICES	\$38,300.00	\$167.97	\$40,421.12	\$2,121.12-	105.54
01-11-549-1	VILLAGE VISION	\$2,000.00	\$0.00	\$575.40	\$1,424.60	28.77
01-11-551	POSTAGE	\$6,000.00	\$0.00	\$2,000.00	\$4,000.00	33.33
01-11-552	TELEPHONE/ INTERNET SERVICES	\$7,300.00	\$771.95	\$7,448.32	\$148.32-	102.03
01-11-553	PUBLISHING	\$3,000.00	\$89.63	\$1,658.12	\$1,341.88	55.27
01-11-554	PRINTING	\$2,500.00	\$1,229.45	\$1,457.45	\$1,042.55	58.30
01-11-556	CODIFICATION SERVICES	\$5,000.00	\$0.00	\$2,292.15	\$2,707.85	45.84
01-11-560	PROFESSIONAL DEVELOPMENT	\$18,600.00	\$0.00	\$3,745.80	\$14,854.20	20.14
01-11-571	UTILITIES	\$13,200.00	\$667.34	\$6,838.71	\$6,361.29	51.81
01-11-594	RISK MANAGEMENT CONTRIBUTION	\$87,000.00	\$0.00	\$88,105.59	\$1,105.59-	101.27
01-11-611	BUILDING MAINTENANCE SUPPLIES	\$700.00	\$61.72	\$331.05	\$368.95	47.29
01-11-612	EQUIPMENT MAINTENANCE SUPPLIES	\$100.00	\$0.00	\$0.00	\$100.00	.00
01-11-617	GROUND MAINTENANCE SUPPLIES	\$100.00	\$0.00	\$0.00	\$100.00	.00
01-11-651	OFFICE SUPPLIES/FURNITURE	\$3,000.00	\$186.40	\$2,199.73	\$800.27	73.32
01-11-651-1	COMPUTER/EQUIPMENT	\$4,000.00	\$0.00	\$3,682.04	\$317.96	92.05
01-11-654	JANITORIAL SUPPLIES	\$700.00	\$0.00	\$66.70	\$633.30	9.53
01-11-929	MISCELLANEOUS EXPENSE	\$3,000.00	\$812.79	\$1,711.62	\$1,288.38	57.05
01-11-929-1	COMMUNITY ROOM REFUNDS	\$500.00	\$0.00	\$600.00	\$100.00-	120.00
01-11-929-2	GOLF CART PERMIT EXPENSES	\$300.00	\$0.00	\$343.62	\$43.62-	114.54
01-11-999-7	SCHOOL AGREEMENT	\$1,125,000.00	\$96,467.46	\$849,627.79	\$275,372.21	75.52
** TOTAL EXPENSE		\$2,703,450.00	\$137,906.98	\$2,078,028.47	\$625,421.53	76.87
DEPARTMENT 11 TOTALS		\$2,703,450.00C	\$137,906.98CR	\$2,078,028.47C	\$625,421.53-	76.87

G/L ACCT NUMBER	TITLE	FISCAL BUDGET	ACTUAL M-T-D	Y-T-D	UNEXPENDED BUDGET	% USED
STREETS						
01-41-421	SALARIES-REGULAR	\$283,000.00	\$24,683.47	\$289,339.72	\$6,339.72-	102.24
01-41-423	SALARIES-OVERTIME	\$12,000.00	\$446.70	\$7,912.99	\$4,087.01	65.94
01-41-451	HEALTH/DENTAL/VISION INSURANCE	\$71,500.00	\$5,756.85	\$61,218.29	\$10,281.71	85.62
01-41-461	FICA (CONTRIBUTION)	\$23,000.00	\$1,823.41	\$21,893.20	\$1,106.80	95.19
01-41-462	I M R F (CONTRIBUTION)	\$31,500.00	\$2,678.88	\$31,128.08	\$371.92	98.82
01-41-471	UNIFORM ALLOWANCE	\$4,000.00	\$69.96	\$1,880.57	\$2,119.43	47.01
01-41-511	BUILDING MAINTENANCE SERVICE	\$60,000.00	\$0.00	\$15,272.00	\$44,728.00	25.45
01-41-512	EQUIPMENT MAINTENANCE SERVICE	\$35,000.00	\$1,304.00	\$20,767.66	\$14,232.34	59.34
01-41-513	VEHICLE MAINTENANCE SERVICE	\$10,000.00	\$191.99	\$8,633.15	\$1,366.85	86.33
01-41-514	STREET MAINTENANCE SERVICE	\$20,000.00	\$5,750.00	\$15,750.00	\$4,250.00	78.75
01-41-515	NOI STORMWATER MAINTENANCE SERVICE	\$5,000.00	\$0.00	\$1,053.85	\$3,946.15	21.08
01-41-515-1	STREET STORM SEWER MAINTENANCE	\$50,000.00	\$0.00	\$1,544.00	\$48,456.00	3.09
01-41-517	GROUND MAINTENANCE SERVICE	\$25,000.00	\$0.00	\$1,943.00	\$23,057.00	7.77
01-41-517-1	LANDSCAPING TREE SERVICES	\$5,000.00	\$0.00	\$1,800.00	\$3,200.00	36.00
01-41-518	SIDEWALK MAINTENANCE	\$25,000.00	\$0.00	\$100.00	\$24,900.00	.40
01-41-532	ENGINEERING SERVICE	\$10,000.00	\$1,905.45	\$4,803.36	\$5,196.64	48.03
01-41-534	MEDICAL SERVICE	\$200.00	\$0.00	\$0.00	\$200.00	.00
01-41-549	OTHER PROFESSIONAL SERVICES	\$10,000.00	\$0.00	\$3,532.00	\$6,468.00	35.32
01-41-552	TELEPHONE/INTERNET	\$1,500.00	\$329.48	\$3,577.76	\$2,077.76-	238.52
01-41-560	PROFESSIONAL DEVELOPMENT	\$15,000.00	\$35.00	\$2,279.45	\$12,720.55	15.20
01-41-571	UTILITIES	\$12,000.00	\$791.50	\$10,381.69	\$1,618.31	86.51
01-41-572	STREET LIGHTING & REPAIRS	\$65,000.00	\$6,842.49	\$67,287.95	\$2,287.95-	103.52
01-41-578	DUMPSTER ROLL OFF/TRASH	\$12,000.00	\$1,015.35	\$11,939.63	\$60.37	99.50
01-41-579	TRAFFIC LIGHTS & REPAIRS	\$15,000.00	\$497.02	\$8,712.55	\$6,287.45	58.08
01-41-611	BUILDING MAINTENANCE SUPPLIES	\$1,500.00	\$0.00	\$2,126.90	\$626.90-	141.79
01-41-612	EQUIPMENT MAINTENANCE SUPPLIES	\$6,000.00	\$432.54	\$3,536.31	\$2,463.69	58.94
01-41-613	VEHICLE MAINTENANCE SUPPLIES	\$5,000.00	\$108.99	\$1,600.70	\$3,399.30	32.01
01-41-614	STREET MAINTENANCE SUPPLIES	\$7,000.00	\$2,393.00	\$8,729.62	\$1,729.62-	124.71
01-41-615-1	STORM SEWER MAINTENANCE SUPPLIES	\$4,000.00	\$0.00	\$51.08	\$3,948.92	1.28
01-41-616	SNOW REMOVAL SUPPLIES	\$20,000.00	\$0.00	\$14,695.02	\$5,304.98	73.48
01-41-617	GROUND MAINTENANCE SUPPLIES	\$1,000.00	\$0.00	\$114.73	\$885.27	11.47
01-41-651	OFFICE SUPPLIES	\$3,000.00	\$225.60	\$41.62	\$2,958.38	1.39
01-41-652	OPERATING SUPPLIES	\$20,000.00	\$1,552.33	\$11,570.40	\$8,429.60	57.85
01-41-653	SMALL TOOLS	\$3,000.00	\$271.21	\$1,320.42	\$1,679.58	44.01
01-41-654	JANITORIAL SUPPLIES	\$5,000.00	\$151.63	\$5,462.61	\$462.61-	109.25
01-41-655	FUEL	\$30,000.00	\$1,577.85	\$17,117.03	\$12,882.97	57.06
01-41-929	MISCELLANEOUS EXPENSE	\$2,000.00	\$82.96	\$1,060.93	\$939.07	53.05
** TOTAL EXPENSE		\$908,200.00	\$60,917.66	\$660,178.27	\$248,021.73	72.69
DEPARTMENT 41 TOTALS		\$908,200.00C	\$60,917.66CR	\$660,178.27C	\$248,021.73-	72.69

G/L ACCT NUMBER	TITLE	FISCAL BUDGET	ACTUAL M-T-D	Y-T-D	UNEXPENDED BUDGET	% USED
PARK						
01-52-421	SALARIES-REGULAR	\$290,000.00	\$10,866.48	\$198,906.36	\$91,093.64	68.59
01-52-423	SALARIES-OVERTIME	\$22,000.00	\$588.00	\$19,650.96	\$2,349.04	89.32
01-52-451	HEALTH/DENTAL/VISION INSURANCE	\$85,120.00	\$7,924.37	\$99,238.84	\$14,118.84-	116.59
01-52-461	FICA (CONTRIBUTION)	\$23,900.00	\$822.58	\$15,961.43	\$7,938.57	66.78
01-52-462	IMRF CONTRIBUTION	\$33,300.00	\$1,217.61	\$22,268.76	\$11,031.24	66.87
01-52-471	UNIFORM ALLOWANCE	\$3,000.00	\$0.00	\$1,098.96	\$1,901.04	36.63
01-52-511	BUILDING MAINTENANCE SERVICE	\$45,000.00	\$0.00	\$0.00	\$45,000.00	.00
01-52-512	EQUIPMENT MAINTENANCE SERVICE	\$20,000.00	\$781.47	\$19,722.20	\$277.80	98.61
01-52-513	VEHICLE MAINTENANCE SERVICE	\$2,000.00	\$0.00	\$285.70	\$1,714.30	14.29
01-52-517	GROUND MAINTENANCE SERVICES	\$30,000.00	\$2,105.00	\$2,254.50	\$27,745.50	7.52
01-52-517-1	PARK LANDSCAPING SERVICE	\$15,000.00	\$0.00	\$1,100.00	\$13,900.00	7.33
01-52-520	BIKE TRAIL MAINT. SERVICE	\$20,000.00	\$0.00	\$564.58	\$19,435.42	2.82
01-52-532	ENGINEERING SERVICE	\$4,000.00	\$6,142.72	\$14,196.64	\$10,196.64-	354.92
01-52-549	OTHER PROFESSIONAL SERVICE	\$3,000.00	\$306.00	\$4,385.00	\$1,385.00-	146.17
01-52-552	TELEPHONE/INTERNET SERVICES	\$2,000.00	\$39.25	\$416.22	\$1,583.78	20.81
01-52-560	PROFESSIONAL DEVELOPMENT	\$2,000.00	\$0.00	\$0.00	\$2,000.00	.00
01-52-571	UTILITIES	\$20,000.00	\$1,957.33	\$22,621.57	\$2,621.57-	113.11
01-52-578	TRASH SERVICE (DUMPSTER)	\$4,000.00	\$270.14	\$3,046.52	\$953.48	76.16
01-52-611	BUILDING MAINTENANCE SUPPLIES	\$6,000.00	\$0.00	\$2,416.48	\$3,583.52	40.27
01-52-612	EQUIPMENT MAINTENANCE SUPPLIES	\$10,000.00	\$271.72	\$13,840.06	\$3,840.06-	138.40
01-52-613	VEHICLE MAINTENANCE SUPPLIES	\$400.00	\$0.00	\$149.99	\$250.01	37.50
01-52-617	GROUND MAINTENANCE SUPPLIES	\$40,000.00	\$5,417.41	\$41,620.04	\$1,620.04-	104.05
01-52-617-1	PARK LANDSCAPING	\$4,000.00	\$0.00	\$13,604.38	\$9,604.38-	340.11
01-52-620	BIKE PATH MAINTENANCE	\$2,000.00	\$0.00	\$3,716.91	\$1,716.91-	185.85
01-52-652	OPERATING SUPPLIES	\$30,000.00	\$1,024.78	\$18,599.39	\$11,400.61	62.00
01-52-653	SMALL TOOLS	\$1,000.00	\$9.58	\$236.02	\$763.98	23.60
01-52-654	JANITORIAL SUPPLIES	\$6,000.00	\$22.76	\$4,630.06	\$1,369.94	77.17
01-52-655	FUEL	\$17,500.00	\$1,892.90	\$12,923.94	\$4,576.06	73.85
01-52-913	SUMMER PARK PROGRAM	\$5,000.00	\$0.00	\$5,000.00	\$0.00	100.00
01-52-929	MISCELLANEOUS EXPENSE	\$2,000.00	\$0.00	\$1,403.84	\$596.16	70.19
** TOTAL EXPENSE		\$748,220.00	\$41,660.10	\$543,859.35	\$204,360.65	72.69
DEPARTMENT 52 TOTALS		\$748,220.00C	\$41,660.10CR	\$543,859.35C	\$204,360.65-	72.69

G/L ACCT NUMBER	TITLE	FISCAL BUDGET	M-T-D	ACTUAL Y-T-D	UNEXPENDED BUDGET	% USED
LIBRARY						
01-53-421	SALARIES-REGULAR	\$290,000.00	\$22,746.14	\$264,963.79	\$25,036.21	91.37
01-53-423	SALARIES-OVERTIME	\$2,000.00	\$184.86	\$1,494.74	\$505.26	74.74
01-53-451	HEALTH/DENTAL/VISION INSURANCE	\$87,000.00	\$5,442.77	\$70,198.13	\$16,801.87	80.69
01-53-461	FICA (CONTRIBUTION)	\$22,500.00	\$1,671.84	\$19,487.47	\$3,012.53	86.61
01-53-462	I M R F (CONTRIBUTION)	\$31,000.00	\$2,296.52	\$26,412.83	\$4,587.17	85.20
01-53-471	UNIFORM ALLOWANCE	\$500.00	\$0.00	\$540.07	\$40.07-	108.01
01-53-511	BUILDING MAINTENANCE SERVICE	\$2,500.00	\$0.00	\$2,911.60	\$411.60-	116.46
01-53-512	EQUIPMENT/LEASE MAINTENANCE SERV	\$2,500.00	\$310.17	\$2,598.71	\$98.71-	103.95
01-53-537	DATA PROCESSING SERVICE	\$16,000.00	\$0.00	\$10,071.30	\$5,928.70	62.95
01-53-540	ONLINE SOURCES	\$7,500.00	\$0.00	\$3,660.00	\$3,840.00	48.80
01-53-540-1	DIGITAL LIBRARY SERVICE	\$1,500.00	\$0.00	\$800.00	\$700.00	53.33
01-53-549	OTHER PROFESSIONAL SERVICES	\$4,000.00	\$0.00	\$990.85	\$3,009.15	24.77
01-53-551	POSTAGE	\$700.00	\$104.07	\$560.07	\$139.93	80.01
01-53-552	TELEPHONE/INTERNET	\$1,000.00	\$133.97	\$3,471.12	\$2,471.12-	347.11
01-53-560	PROFESSIONAL DEVELOPMENT	\$4,000.00	\$1,053.76	\$3,846.99	\$153.01	96.17
01-53-571	UTILITIES	\$18,000.00	\$2,518.05	\$22,396.81	\$4,396.81-	124.43
01-53-578	TRASH SERVICE (DUMPSTER)	\$2,200.00	\$180.09	\$2,031.02	\$168.98	92.32
01-53-611	BUILDING MAINTENANCE SUPPLIES	\$500.00	\$0.00	\$555.13	\$55.13-	111.03
01-53-612	EQUIPMENT MAINTENANCE SUPPLIES	\$500.00	\$0.00	\$0.00	\$500.00	.00
01-53-617	GROUND MAINTENANCE SUPPLIES	\$500.00	\$0.00	\$0.00	\$500.00	.00
01-53-651	OFFICE SUPPLIES	\$4,000.00	\$393.19	\$2,762.51	\$1,237.49	69.06
01-53-651-1	COMPUTER/EQUIPMENT	\$5,500.00	\$420.00	\$5,068.87	\$431.13	92.16
01-53-651-3	FURNITURE	\$38,500.00	\$0.00	\$30,091.20	\$8,408.80	78.16
01-53-654	JANITORIAL SUPPLIES	\$1,500.00	\$36.17	\$438.80	\$1,061.20	29.25
01-53-659	LIBRARY SUPPLIES	\$1,000.00	\$319.51	\$820.71	\$179.29	82.07
01-53-671	BOOKS	\$32,000.00	\$4,613.86	\$24,937.88	\$7,062.12	77.93
01-53-672	PERIODICALS	\$6,000.00	\$0.00	\$5,119.24	\$880.76	85.32
01-53-681	AUDIO VISUAL	\$8,650.00	\$238.91	\$7,564.40	\$1,085.60	87.45
01-53-909	PURCHASES FROM DONATIONS	\$2,000.00	\$0.00	\$1,402.39	\$597.61	70.12
01-53-910	REIMBURSEMENT TO OTHER LIBRARIES	\$200.00	\$0.00	\$91.95	\$108.05	45.98
01-53-912	LIBRARY ACCESSORIES	\$750.00	\$0.00	\$245.07	\$504.93	32.68
01-53-913	PROMOTIONAL AND PROGRAMMING	\$25,000.00	\$1,759.73	\$23,898.84	\$1,101.16	95.60
01-53-921	HISTORICAL PURCHASES	\$2,500.00	\$0.00	\$2,375.10	\$124.90	95.00
01-53-921-1	HISTORICAL AREA GRANT EXPENSES	\$1,640.00	\$0.00	\$0.00	\$1,640.00	.00
01-53-929	MISCELLANEOUS EXPENSE	\$500.00	\$0.00	\$21.60	\$478.40	4.32
** TOTAL EXPENSE		\$624,140.00	\$44,423.61	\$541,829.19	\$82,310.81	86.81
DEPARTMENT 53 TOTALS		\$624,140.00C	\$44,423.61CR	\$541,829.19C	\$82,310.81-	86.81
** FUND	01	TOTAL				
EXPENSE TOTAL		\$5,186,985.00	\$273,615.63	\$2,367,815.13	\$1,214,968.75	
REVENUE TOTAL		\$6,753,850.00	\$563,085.02	\$6,339,831.38	\$414,018.62	

G/L ACCT NUMBER	TITLE	FISCAL BUDGET	M-T-D	ACTUAL Y-T-D	UNEXPENDED BUDGET	% USED
15-00-343	MOTOR FUEL TAX - ST OF IL	\$200,000.00	\$14,203.12	\$154,800.97	\$45,199.03	77.40
15-00-381	INTEREST INCOME	\$74,000.00	\$5,208.31	\$70,798.03	\$3,201.97	95.67
** TOTAL REVENUE		\$274,000.00	\$19,411.43	\$225,599.00	\$48,401.00	82.34
15-00-864-2	MOON & ELWOOD STREET SIDEWALK IM	\$430,000.00	\$0.00	\$14,618.92	\$415,381.08	3.40
15-00-874-2	BARNETT AVE RECONSTRUCTION	\$125,000.00	\$1,466.40	\$21,383.52	\$103,616.48	17.11
15-00-874-3	US RT 51 MEDIAN/INTERSECTIONS IM	\$548,200.00	\$0.00	\$0.00	\$548,200.00	.00
** TOTAL EXPENSE		\$1,103,200.00	\$1,466.40	\$36,002.44	\$1,067,197.56	3.26
DEPARTMENT 00 TOTALS		\$829,200.00C	\$17,945.03	\$189,596.56	\$1,018,796.56-	22.86-
** FUND	15	TOTAL				
EXPENSE TOTAL		\$1,103,200.00	\$1,466.40	\$36,002.44	\$1,067,197.56	
REVENUE TOTAL		\$274,000.00	\$19,411.43	\$225,599.00	\$48,401.00	

G/L ACCT NUMBER	TITLE	FISCAL BUDGET	M-T-D	ACTUAL Y-T-D	UNEXPENDED BUDGET	% USED
16-00-314	HOTEL/MOTEL 5%TAX	\$540,000.00	\$45,381.94	\$495,589.55	\$44,410.45	91.78
16-00-381	INTEREST INCOME	\$50,000.00	\$11,338.04	\$45,352.57	\$4,647.43	90.71
** TOTAL REVENUE		\$590,000.00	\$56,719.98	\$540,942.12	\$49,057.88	91.69
16-00-890	DISC GOLF COURSE UPDATES	\$5,000.00	\$0.00	\$0.00	\$5,000.00	.00
16-00-893-1	D # 1 & 2 MISC. UPDATES/CHANGES	\$500,000.00	\$0.00	\$245,383.74	\$254,616.26	49.08
16-00-911	OTHER EVENTS	\$20,000.00	\$0.00	\$18,490.00	\$1,510.00	92.45
16-00-911-1	FARM PROGRESS	\$10,000.00	\$0.00	\$10,000.00	\$0.00	100.00
16-00-911-3	DACVB	\$75,000.00	\$0.00	\$75,000.00	\$0.00	100.00
16-00-911-5	DISC GOLF TOURNAMENT	\$28,000.00	\$0.00	\$28,307.71	\$307.71-	101.10
16-00-929	MISCELLANEOUS EXPENSE	\$1,450.00	\$0.00	\$0.00	\$1,450.00	.00
** TOTAL EXPENSE		\$639,450.00	\$0.00	\$377,181.45	\$262,268.55	58.99
DEPARTMENT 00 TOTALS		\$49,450.00C	\$56,719.98	\$163,760.67	\$213,210.67-	331.16-
** FUND	16	TOTAL		\$56,719.98	\$163,760.67	
EXPENSE TOTAL			\$639,450.00	\$0.00	\$377,181.45	\$262,268.55
REVENUE TOTAL			\$590,000.00	\$56,719.98	\$540,942.12	\$49,057.88

G/L ACCT NUMBER	TITLE	FISCAL BUDGET	M-T-D	ACTUAL Y-T-D	UNEXPENDED BUDGET	% USED
18-00-311-9	PROPERTY TAX TIF	\$625,100.00	\$48,564.48	\$706,741.54	\$81,641.54-	113.06
18-00-381	INTEREST INCOME	\$15,000.00	\$2,052.49	\$20,389.16	\$5,389.16-	135.93
** TOTAL REVENUE		\$640,100.00	\$50,616.97	\$727,130.70	\$87,030.70-	113.60
18-00-531	ACCOUNTING SERVICES	\$2,000.00	\$0.00	\$1,800.00	\$200.00	90.00
18-00-549	OTHER PROFESSIONAL SERVICES	\$32,000.00	\$0.00	\$29,024.50	\$2,975.50	90.70
18-00-928	REDEVELOPMENT AGREEMENT PAYMENTS	\$115,000.00	\$0.00	\$71,470.16	\$43,529.84	62.15
18-00-928-1	REVITALIZATION TIF GRANT PROGRAM	\$50,000.00	\$0.00	\$25,000.00	\$25,000.00	50.00
18-00-999-7	SCHOOL AGREEMENT	\$125,100.00	\$0.00	\$0.00	\$125,100.00	.00
** TOTAL EXPENSE		\$324,100.00	\$0.00	\$127,294.66	\$196,805.34	39.28
DEPARTMENT 00 TOTALS		\$316,000.00	\$50,616.97	\$599,836.04	\$283,836.04-	189.82
** FUND	18	TOTAL				
EXPENSE TOTAL		\$324,100.00	\$50,616.97	\$127,294.66	\$196,805.34	
REVENUE TOTAL		\$640,100.00	\$50,616.97	\$727,130.70	\$87,030.70-	

G/L ACCT NUMBER	TITLE	FISCAL BUDGET	M-T-D	ACTUAL Y-T-D	UNEXPENDED BUDGET	% USED
30-00-344	GRANTS	\$363,920.00	\$0.00	\$0.00	\$363,920.00	.00
30-00-375	IEPA LOAN FOR WELL 7	\$1,000,000.00	\$0.00	\$0.00	\$1,000,000.00	.00
30-00-381	INTEREST INCOME	\$155,400.00	\$8,863.20	\$94,013.89	\$61,386.11	60.50
30-00-399	INTER FUND TRANSFERS IN	\$1,830,000.00	\$0.00	\$455,881.38	\$1,374,118.62	24.91
** TOTAL REVENUE		\$3,349,320.00	\$8,863.20	\$549,895.27	\$2,799,424.73	16.42
30-00-810-4	AUTO TRANSFER SWITCH GEN (WATER	\$45,000.00	\$0.00	\$0.00	\$45,000.00	.00
30-00-810-6	WELL 7 & RAW WATER MAIN EXTENSIO	\$404,000.00	\$0.00	\$266,963.26	\$137,036.74	66.08
30-00-810-8	WATER TOWER,GROUND STORAGE TANK,	\$1,230,000.00	\$8,385.48	\$42,210.26	\$1,187,789.74	3.43
30-00-812-1	INSERT HYDRANT VALVES	\$45,000.00	\$0.00	\$0.00	\$45,000.00	.00
30-00-831	MOWER REPLACEMENT	\$0.00	\$0.00	\$45,878.40	\$45,878.40-	.00
30-00-835	GRADE SCHOOL WALKING TRAIL	\$580,000.00	\$22,343.88	\$50,304.24	\$529,695.76	8.67
30-00-851	LIBRARY REPAIRS & ADA EXTERIOR D	\$241,200.00	\$143,289.90	\$165,541.90	\$75,658.10	68.63
30-00-860	RESURFACE PARKING LOTS A,B,C&D	\$845,400.00	\$0.00	\$477,322.88	\$368,077.12	56.46
30-00-862-10	STREET REPAIR ASPHALT BOX	\$35,000.00	\$0.00	\$0.00	\$35,000.00	.00
30-00-862-5	DUMP TRUCK	\$110,000.00	\$0.00	\$61,992.00	\$48,008.00	56.36
30-00-862-7	TRAILER	\$12,000.00	\$0.00	\$3,750.00	\$8,250.00	31.25
30-00-864	STREET STRIPING PAVEMENT PROGRAM	\$82,500.00	\$0.00	\$75,876.51	\$6,623.49	91.97
30-00-864-11	ST. MAINT. TOTAL PATCHER	\$125,000.00	\$0.00	\$0.00	\$125,000.00	.00
30-00-864-4	WOODLAND HILLS REHABILITATION	\$0.00	\$0.00	\$4,644.81	\$4,644.81-	.00
30-00-882	ANNUAL PAVEMENT DESIGN	\$500,000.00	\$3,124.51	\$42,590.02	\$457,409.98	8.52
30-00-885-2	VILLAGE HALL METAL ROOF	\$66,000.00	\$0.00	\$32,140.00	\$33,860.00	48.70
30-00-885-3	D#4 PRESS BOX ROOFS	\$5,400.00	\$0.00	\$4,640.00	\$760.00	85.93
30-00-885-4	VETERAN'S PAVILION METAL ROOF	\$14,560.00	\$0.00	\$9,800.00	\$4,760.00	67.31
30-00-892	PARK TRAIL RESTORATION, SEALCOAT	\$380,000.00	\$0.00	\$390,970.38	\$10,970.38-	102.89
30-00-895-7	VETERAN'S POND REPAIR	\$55,000.00	\$0.00	\$0.00	\$55,000.00	.00
30-00-898	PRAIRIE WINDS DEVELOPMENT	\$1,830,000.00	\$5,429.75	\$461,311.13	\$1,368,688.87	25.21
** TOTAL EXPENSE		\$6,606,060.00	\$182,573.52	\$2,135,935.79	\$4,470,124.21	32.33
DEPARTMENT 00 TOTALS		\$3,256,740.00C	\$173,710.32CR	\$1,586,040.52C	\$1,670,699.48-	48.70
** FUND	30	TOTAL		\$173,710.32CR	\$1,586,040.52CR	
EXPENSE TOTAL		\$6,606,060.00	\$182,573.52	\$2,135,935.79	\$4,470,124.21	
REVENUE TOTAL		\$3,349,320.00	\$8,863.20	\$549,895.27	\$2,799,424.73	

G/L ACCT NUMBER	TITLE	FISCAL BUDGET	M-T-D	ACTUAL Y-T-D	UNEXPENDED BUDGET	% USED
31-00-366	LOAN INCENTIVE REPAYMENTS	\$16,690.00	\$0.00	\$0.00	\$16,690.00	.00
31-00-381	INTEREST REVENUE	\$45,000.00	\$2,723.82	\$56,678.57	\$11,678.57-	125.95
31-00-392	PROCEEDS-SALE OF PROPERTY	\$400,000.00	\$0.00	\$0.00	\$400,000.00	.00
** TOTAL REVENUE		\$461,690.00	\$2,723.82	\$56,678.57	\$405,011.43	12.28
31-00-898-1	CRAWFORD'S GYM INFRANSTRUCTURE	\$400,000.00	\$0.00	\$0.00	\$400,000.00	.00
31-00-999-4	ECON. DEVEL. TRANSFER (OUT) TO C	\$1,830,000.00	\$0.00	\$455,881.38	\$1,374,118.62	24.91
** TOTAL EXPENSE		\$2,230,000.00	\$0.00	\$455,881.38	\$1,774,118.62	20.44
DEPARTMENT 00 TOTALS		\$1,768,310.00C	\$2,723.82	\$399,202.81C	\$1,369,107.19-	22.58
** FUND	31	TOTAL				
EXPENSE TOTAL		\$2,230,000.00	\$2,723.82	\$399,202.81CR	\$1,774,118.62	
REVENUE TOTAL		\$461,690.00	\$2,723.82	\$56,678.57	\$405,011.43	

G/L ACCT NUMBER	TITLE	FISCAL BUDGET	M-T-D	ACTUAL Y-T-D	UNEXPENDED BUDGET	% USED
38-00-381	INTEREST INCOME	\$60,000.00	\$1,129.39	\$64,945.41	\$4,945.41-	108.24
	** TOTAL REVENUE	\$60,000.00	\$1,129.39	\$64,945.41	\$4,945.41-	108.24
38-00-863-1	OSLAD DESIGN CONSTRUCTION OBSERV	\$960,000.00	\$627.00	\$424,967.48	\$535,032.52	44.27
38-00-863-2	SPORTS/NATURE PARK TRAIL/PARK LO	\$100,000.00	\$0.00	\$0.00	\$100,000.00	.00
	** TOTAL EXPENSE	\$1,060,000.00	\$627.00	\$424,967.48	\$635,032.52	40.09
	DEPARTMENT 00 TOTALS	\$1,000,000.00C	\$502.39	\$360,022.07C	\$639,977.93-	36.00
** FUND	38	TOTAL				
EXPENSE TOTAL		\$1,060,000.00	\$502.39	\$360,022.07CR	\$635,032.52	
REVENUE TOTAL		\$60,000.00	\$1,129.39	\$64,945.41	\$4,945.41-	

G/L ACCT NUMBER	TITLE	FISCAL BUDGET	ACTUAL M-T-D	Y-T-D	UNEXPENDED BUDGET	% USED
51-00-361	WATER REVENUE	\$750,000.00	\$74,163.50	\$718,967.75	\$31,032.25	95.86
51-00-365	TAP ON FEES	\$6,000.00	\$550.00	\$1,950.00	\$4,050.00	32.50
51-00-367	METERS/INSPECTIONS	\$4,000.00	\$1,224.00	\$3,128.00	\$872.00	78.20
51-00-372	OREANA WATER REVENUE	\$76,000.00	\$8,903.68	\$89,312.84	\$13,312.84-	117.52
51-00-381	INTEREST INCOME	\$9,000.00	\$424.41	\$5,842.39	\$3,157.61	64.92
51-00-389	MISCELLANEOUS	\$1,000.00	\$50.00	\$550.00	\$450.00	55.00
** TOTAL REVENUE		\$846,000.00	\$85,315.59	\$819,750.98	\$26,249.02	96.90
51-00-421	SALARIES-REGULAR	\$135,000.00	\$9,001.87	\$104,905.92	\$30,094.08	77.71
51-00-423	SALARIES-OVERTIME	\$14,600.00	\$757.80	\$14,939.41	\$339.41-	102.32
51-00-451	HEALTH/DENTAL/VISION INSURANCE	\$27,000.00	\$2,230.55	\$26,807.53	\$192.47	99.29
51-00-461	FICA (CONTRIBUTION)	\$12,000.00	\$723.74	\$8,944.57	\$3,055.43	74.54
51-00-462	I M R F CONTRIBUTION	\$16,000.00	\$1,040.37	\$12,775.49	\$3,224.51	79.85
51-00-471	UNIFORMS	\$2,500.00	\$404.90	\$904.90	\$1,595.10	36.20
51-00-511	BUILDING MAINTENANCE SERVICE	\$70,000.00	\$39,073.94	\$42,423.32	\$27,576.68	60.60
51-00-512	EQUIPMENT MAINTENANCE SERVICE	\$100,000.00	\$8,297.25	\$126,022.88	\$26,022.88-	126.02
51-00-513	VEHICLE MAINTENANCE SERVICE	\$100.00	\$65.95	\$133.90	\$33.90-	133.90
51-00-532	ENGINEERING SERVICE	\$20,000.00	\$0.00	\$5,353.74	\$14,646.26	26.77
51-00-547	PLUMBING INSPECTION	\$1,500.00	\$0.00	\$1,080.00	\$20.00	72.00
51-00-549	OTHER PROFESSIONAL SERVICES	\$15,000.00	\$0.00	\$74,522.45	\$59,522.45-	496.82
51-00-549-1	OUT SOURCE UTILITY BILLING	\$7,000.00	\$619.00	\$6,200.68	\$799.32	88.58
51-00-549-2	ONLINE PAYMENT FEES	\$4,000.00	\$473.02	\$3,886.81	\$113.19	97.17
51-00-551	POSTAGE	\$100.00	\$0.00	\$0.00	\$100.00	.00
51-00-552	TELEPHONE/INTERNET	\$8,000.00	\$536.54	\$5,656.26	\$2,343.74	70.70
51-00-560	PROFESSIONAL DEVELOPMENT	\$4,000.00	\$40.00	\$2,864.30	\$1,135.70	71.61
51-00-571	UTILITIES	\$100,000.00	\$7,411.24	\$72,157.81	\$27,842.19	72.16
51-00-611	BUILDING MAINTENANCE SUPPLIES	\$2,000.00	\$0.00	\$1,300.68	\$699.32	65.03
51-00-612	EQUIPMENT MAINTENANCE SUPPLIES	\$80,000.00	\$4,969.10	\$24,016.80	\$55,983.20	30.02
51-00-613	VEHICLE MAINTENANCE SUPPLIES	\$100.00	\$0.00	\$369.98	\$269.98-	369.98
51-00-617	GROUND MAINTENANCE SUPPLIES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	.00
51-00-651	OFFICE SUPPLIES	\$100.00	\$0.00	\$0.00	\$100.00	.00
51-00-651-1	COMPUTER/EQUIPMENT	\$500.00	\$0.00	\$0.00	\$500.00	.00
51-00-652	OPERATING SUPPLIES (METERS)	\$10,000.00	\$234.62	\$11,310.84	\$1,310.84-	113.11
51-00-653	SMALL TOOLS	\$100.00	\$0.00	\$87.55	\$12.45	87.55
51-00-654	JANITORIAL SUPPLIES	\$200.00	\$0.00	\$0.00	\$200.00	.00
51-00-655	FUEL	\$1,000.00	\$0.00	\$0.00	\$1,000.00	.00
51-00-656	CHEMICALS	\$450,000.00	\$39,480.54	\$395,579.94	\$54,420.06	87.91
51-00-929	MISCELLANEOUS EXPENSE	\$100.00	\$0.00	\$129.12	\$29.12-	129.12
** TOTAL EXPENSE		\$1,081,900.00	\$115,360.43	\$942,374.88	\$139,525.12	87.10
DEPARTMENT 00 TOTALS		\$235,900.00C	\$30,044.84CR	\$122,623.90C	\$113,276.10-	51.98
** FUND	51	TOTAL				
EXPENSE TOTAL		\$1,081,900.00	\$115,360.43	\$942,374.88	\$139,525.12	
REVENUE TOTAL		\$846,000.00	\$85,315.59	\$819,750.98	\$26,249.02	

G/L ACCT NUMBER	TITLE	FISCAL BUDGET	ACTUAL M-T-D	Y-T-D	UNEXPENDED BUDGET	% USED
52-00-362	SEWER REVENUE	\$420,000.00	\$35,659.10	\$381,853.57	\$38,146.43	90.92
52-00-365	FEES & PERMITS	\$1,500.00	\$250.00	\$750.00	\$750.00	50.00
52-00-369	MONTEZUMA SEWERS	\$550.00	\$0.00	\$92.40	\$457.60	16.80
52-00-370	HP ESTATES SEWER	\$3,600.00	\$227.40	\$2,766.72	\$833.28	76.85
52-00-371	HP PARK SUBDIVISION SEWER	\$550.00	\$45.48	\$500.28	\$49.72	90.96
52-00-381	INTEREST INCOME	\$14,000.00	\$629.30	\$8,454.26	\$5,545.74	60.39
** TOTAL REVENUE		\$440,200.00	\$36,811.28	\$394,417.23	\$45,782.77	89.60
52-00-421	SALARIES-REGULAR	\$19,000.00	\$919.81	\$12,964.94	\$6,035.06	68.24
52-00-423	SALARIES-OVERTIME	\$2,000.00	\$0.00	\$2,344.47	\$344.47-	117.22
52-00-451	HEALTH/DENTAL/VISION INSURANCE	\$12,600.00	\$965.14	\$11,581.68	\$1,018.32	91.92
52-00-461	FICA (CONTRIBUTION)	\$1,600.00	\$66.66	\$1,125.52	\$474.48	70.35
52-00-462	I M R F CONTRIBUTION	\$2,300.00	\$98.06	\$1,632.05	\$667.95	70.96
52-00-471	UNIFORM ALLOWANCE	\$2,000.00	\$0.00	\$0.00	\$2,000.00	.00
52-00-512	EQUIPMENT MAINTENANCE SERVICE	\$40,000.00	\$0.00	\$40,026.37	\$26.37-	100.07
52-00-513	VEHICLE MAINTENANCE SERVICE	\$100.00	\$0.00	\$444.59	\$344.59-	444.59
52-00-517	GROUND MAINTENANCE SERVICE	\$25,000.00	\$0.00	\$0.00	\$25,000.00	.00
52-00-517-1	LANDSCAPING TREE SERVICES	\$2,000.00	\$0.00	\$0.00	\$2,000.00	.00
52-00-549	OTHER PROFESSIONAL SERVICES	\$1,500.00	\$0.00	\$2,000.00	\$500.00-	133.33
52-00-549-1	OUT SOURCE UTILITY BILLING	\$7,000.00	\$619.00	\$5,607.55	\$1,392.45	80.11
52-00-549-2	ONLINE PAYMENT FEES	\$4,000.00	\$473.02	\$4,480.07	\$480.07-	112.00
52-00-552	TELEPHONE/INTERNET	\$7,500.00	\$916.19	\$8,446.74	\$946.74-	112.62
52-00-560	PROFESSIONAL DEVELOPMENT	\$500.00	\$0.00	\$1,548.55	\$1,048.55-	309.71
52-00-571	UTILITIES	\$10,000.00	\$810.44	\$8,687.76	\$1,312.24	86.88
52-00-578	SEWER DISCHARGE FEE	\$310,000.00	\$26,629.59	\$263,371.24	\$46,628.76	84.96
52-00-612	EQUIPMENT MAINTENANCE SUPPLIES	\$2,000.00	\$0.00	\$16,381.31	\$14,381.31-	819.07
52-00-613	VEHICLE MAINTENANCE SUPPLIES	\$500.00	\$0.00	\$0.00	\$500.00	.00
52-00-652	OPERATING SUPPLIES	\$500.00	\$0.00	\$0.00	\$500.00	.00
52-00-653	SMALL TOOLS	\$150.00	\$0.00	\$9.39	\$140.61	6.26
52-00-655	FUEL	\$500.00	\$0.00	\$0.00	\$500.00	.00
52-00-929	MISCELLANEOUS EXPENSE	\$500.00	\$0.00	\$0.00	\$500.00	.00
** TOTAL EXPENSE		\$451,250.00	\$31,497.91	\$380,652.23	\$70,597.77	84.36
** FUND	52	TOTAL				
EXPENSE TOTAL		\$451,250.00	\$31,497.91	\$380,652.23	\$70,597.77	
REVENUE TOTAL		\$440,200.00	\$36,811.28	\$394,417.23	\$45,782.77	

ADMINISTRATION REPORTS

ENGINEER'S REPORT

Forsyth: December 16, 2025 Board Meeting

Submitted by Jeremy Buening, P.E., S.E.

CHASTAIN
CONSULTING ENGINEERS

Project 6928 – Maroa-Forsyth Grade School Bike Path

This project consists of the construction of a new bike path from the end of the existing bike path at the intersection of Cox St at Smith St to the east entrance to the Maroa-Forsyth Grade School. The construction of this project is funded through IDOT's ITEP program so federal procedures must be followed.

All construction is complete and the final walk-through was completed on October 14th, 2025. The only punch list item identified was for the germination of the grass seed. Once that occurs, the project will officially be closed out.

Project 8595 – Barnett Ave Improvements

This project consists of the rehabilitation and/or reconstructing Barnett Ave from the mall entrance to Koester Drive. The construction of this project is being funded by DUATS federal funds so federal procedures must be followed. Appraisers are finishing up their work so we can complete the design and move into the bidding phase.

Project 8700 – Water Towers, Ground Storage Tank, & Aerator Maintenance

This project consists of painting and general repairs on the two water towers, the ground storage tank at the water treatment plant, and the aerator standpipe at the water treatment plant.

The kickoff meeting was held on Tuesday, December 2, 2025. The contractor, Dynamic Industrial Services Inc. is anticipating the following construction schedule: North Tower in May, South Tower in August, and the Ground Storage Tank and the Aeration Standpipe in November.

Project 9177.02 – Prairie Winds Access Road and Utility Construction

Signed contracts have been received and the Notice to Proceed has been issued. Roadway curb and gutter and pavement installations are complete. Earthwork is complete. Pavement striping and signage have not been started yet.

Project 9292 – Bike Path Improvements 2025

The scope of work includes design, construction plans, and bidding for the rehabilitation of the asphalt paved trail along Forsyth Parkway from Weaver Road to Illini Drive, and along W Forsyth Parkway from Park Place Court to Hundley Road. Final walk through occurred on October 22nd. A final change order will be presented at tonight's meeting.

Project 9294 – Moon Street Improvements

This project completes the Phase II design for the Moon Street sidewalk improvements. The proposed improvements include replacing existing sidewalks and install new sidewalks. Sidewalks interconnect with each other as well as neighboring schools and library. Improvements also include driveway replacement, drainage structure adjustment and installation, curb and gutter replacement, grading, storm sewer installation, and parkway restoration.

Chastain has been completing additional design and compiling project plans. Chastain is waiting on a response for IDOT on how best to proceed with the right-of-way information.

MERRY CHRISTMAS, HAPPY HOLIDAYS, AND HAPPY NEW YEAR!!!

LIBRARY UPDATES:

- Exterior updates at the library are continuing as the weather permits. We are looking forward to the completion of the project and are planning an Open House in the spring.
- Holiday-themed fun continues at FPL throughout the month of December. Adults are invited to use our meeting room space as a Gift Wrap Station away from prying eyes during regular hours December 15 - 20. Kids will also be able to make a variety of ornaments for their tree during library visits, and we'll finish with a kids' Christmas movie at the Library on December 23.
- FPL is excited to partner with the Maroa Public Library to host a Winter Reading Challenge for students at MFGS and MFMS. This challenge begins in mid-December and will continue into January. Students will read to complete the bingo board activities and then turn in their form to earn a chance at a prize basket. We are thankful for the willingness of school staff to support this project.
- The Feed the Need Food Pantry shelf now features a small section of toiletries as well as kid-friendly meal and snack options aimed at supporting local families who may need extra assistance during the school break.
- Our second Mobile DMV event at FPL was a success and we were glad to partner with the Secretary of State's Office and Rep. Deering's office for this program.
- Chair Yoga continues to be one of our most successful programs at the library. This winter, instructor Annette Gilson will be transitioning to teaching via Zoom. Attendees will still gather at FPL, but Annette will be joining us from afar. We will resume in-person sessions with Annette in March.
- The library will be closed on December 24, 25 and January 1 for the Christmas and New Year holidays.
- Looking ahead to January, FPL will be hosting a "Honoring the Legacy: Black History in Illinois" traveling exhibit. The display was created by Mt. Zion High School's African-American Experience Class and we are thrilled that we can share this important history with our library visitors.
- Maroa-Forsyth 5th Graders will be heading to the library in January to prepare for their annual Biography Day projects. Here, they will find books on their subject as well as have time to visit the "Honoring the Legacy" display. I will also be heading to their classrooms to teach students how to properly search the Illinois State Library's databases to find quality information for their presentation.

Melanie Weigel
Director

DID YOU KNOW?



Two Years Later...

Coffee Talk continues to grow with a dedicated group of 12-15 attendees on average each week. You are welcome to join the conversation each Thursday at 9:30 AM.



OLD BUSINESS

ITEM 1

MEMORANDUM

To: Village of Forsyth Mayor and Board of Trustees
From: Luke Kirby, PE
Date: December 12, 2025
cc: Ms. Jill Applebee, Village Administrator
Mr. Darin Fowler, Public Works Director
Re: 2025 Bike Path Improvements

Honorable Mayor and Trustees,

Presented for consideration is contract Change Order #1 - Final for the 2025 Bike Path Improvements project. This change order to Dunn Company covers the balancing of the contingency line item remaining in the contract. The result of the changes will be a net deduction to the contract in the amount of \$20,000.00

Chastain recommends approval of Change Order #1 - Final to the 2025 Bike Path Improvements project. Thank you for the opportunity to serve the Village in this matter. Should you have questions, please reach out to me, Jeremy Buening, or Stephanie Brown.

Luke Kirby, PE
Project Engineer

CHANGE ORDEROrder No.: 01 - FinalDate: 11/12/25Agreement Date: 09/08/25NAME OF PROJECT: 2025 BIKE PATH IMPROVEMENTSOWNER: VILLAGE OF FORSYTH, ILLINOISCONTRACTOR: DUNN COMPANY A DIVISION OF TYROLT, INC.

The following changes are hereby made to the CONTRACT DOCUMENTS:

ITEM AND QUANTITY	ADDITION	DEDUCTION
DEDUCT 1.0 L SUM OF - ALTERATIONS, CANCELATIONS, EXTENSIONS, DEDUCTIONS, AND EXTRA WORK	\$0.00	(\$20,000.00)
Total Contract Change =		(\$20,000.00)

JUSTIFICATION:

Pay Item Balancing

CHANGE TO CONTRACT PRICE:Original CONTRACT PRICE: \$ 370,515.25Current CONTRACT PRICE adjusted by previous CHANGE ORDER: \$ 370,515.25The CONTRACT PRICE due to this CHANGE ORDER will be decreased by: \$ 20,000.00The new CONTRACT PRICE including this CHANGE ORDER will be: \$ 350,515.25CHANGE TO CONTRACT TIME:

The CONTRACT TIME will be (increased/decreased) by _____ working days.

GERMAINESS DETERMINATION:

G1 – The undersigned determine that the change is germane to the contract as signed, because the provision for this work is included in the original contract.

APPROVALS REQUIRED:Recommended by: Chastain & Associates, LLC

By: _____

Approved by Owner: Village of Forsyth, Illinois

By: _____

Approved by Contractor: Dunn Company a Div. of Tyrolt, Inc.

By: _____

NEW BUSINESS

ITEM 1

MEMORANDUM

To: The Honorable President and Board of Trustees
From: Jill Applebee, Village Administrator
Date: December 16, 2025
Subject: Local 159 Collective Bargaining Agreement (2026–2031)

Purpose

The purpose of this memorandum is to summarize the substantive changes reflected in the the proposed Collective Bargaining Agreement between the Village of Forsyth and LIUNA Local 159 for the contract term January 1, 2026 through December 31, 2031
The contracted has been approved by union members.

Summary of Key Changes

1. Recognition and Classifications

- Clarifies Public Works Technician as the bargaining unit classification.
 - Formalizes the process for new or successor classifications, including required notice to the Union and accretion procedures through the Illinois State Labor Relations Board.
-

2. Management Rights

- Expands and clarifies management authority, including:
 - Use of technology and productivity tools (e.g., GPS, timekeeping systems).
 - Authority to respond to civil emergencies.
 - Explicit rights related to subcontracting, staffing levels, and operational decisions.
-

3. Discipline and Discharge

- Adds clearer timelines for disciplinary action following investigations.
 - Codifies progressive discipline while reaffirming management’s right to impose immediate discipline for serious offenses.
 - Expands language regarding criminal charges, paid suspension pending investigation, and final determination by the Village Administrator.
-

4. Grievance Procedure

- Clarifies grievance timelines, documentation requirements, and escalation steps.
 - Confirms arbitration procedures, cost-sharing, and the limited authority of arbitrators.
 - Specifies that grievance investigations should generally occur outside working hours unless absolutely necessary.
-

5. Hours of Work and Overtime

- Maintains a standard 40-hour work week with defined hours but adds flexibility for:
 - Adjusted start times due to temperature or operational needs.

- Weekend work assignments by inverse seniority, with protections for employees with over 20 years of service.
 - Clarifies overtime rotation and callback minimums, including enhanced compensation for bona fide emergencies.
-

6. Leave Provisions

- Vacation, sick leave, personal leave, funeral leave, and FMLA provisions are largely carried forward but reorganized and clarified for consistency.
 - Confirms carryover limits, accrual caps, and eligibility requirements.
 - Clarifies the use of sick leave for care of immediate family and significant others, including documentation requirements.
-

7. Health Insurance

- Continues Village-paid employee medical, dental, and vision coverage.
 - Retains the 75% Village contribution for dependent medical coverage.
 - Adds a specific trigger for renegotiation if premium increases exceed 17% year-over-year, clarifying that prior coverage shall not be considered past practice in that scenario.
-

8. Wages and Incentive Pay

- Updates Appendix C wage tables with step increases for each year from 2026 through 2030, based on completed years of service.
 - Retains and clarifies Appendix D incentive pay, including CDL, water operator licenses, and specialized equipment operation.
 - Confirms that water licenses are not cumulative and that pay is based on the highest certification held.
-

9. Drug & Alcohol Policy

- Significantly expanded for clarity and compliance, including:
 - Definitions, testing protocols, reasonable suspicion criteria, and chain-of-custody requirements.
 - Post-accident and random testing parameters.
 - Clear statement that positive test results constitute just cause for termination.
 - Aligns procedures with SAMHSA and Illinois law.
-

10. Vehicle and Equipment Use

- Clarifies expectations related to:
 - CDL requirements.
 - Prohibited personal use.
 - Geographic restrictions on vehicle use.
 - Data collection related to mileage and fuel, with required notice to the Union.
-

11. Clothing and Equipment Allowance

- Formalizes issued apparel, boot allowance limits, and replacement standards.
- Adds safety-specific language for winter coats and emergency footwear.

COLLECTIVE BARGAINING AGREEMENT
BETWEEN
THE VILLAGE OF FORSYTH, ILLINOIS
AND
LABORERS' INTERNATIONAL UNION OF
NORTH AMERICA,
DOWNSTATE ILLINOIS LABORERS' DISTRICT COUNCIL,
LABORERS' LOCAL 159

January 1, 2026 through December 31, 2030

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This Agreement is entered into between the Laborers' International Union of North America, Downstate Illinois Laborers' District Council, and Laborers' Local 159, hereinafter referred to as the "Union" and the Village of Forsyth, Illinois, hereinafter referred to as the "Employer".

ARTICLE 1 RECOGNITION - NEW CLASSIFICATION

Section 1. Recognition

The Employer recognizes the Laborers' International Union of North America as the sole and exclusive bargaining representative in all matters concerning and pertaining to rates of pay, salaries, hours of employment and other conditions of employment for the following employees employed by The Village of Forsyth, as certified by the Illinois State Labor Relations Board, Case No. S-RC-12-062 and amended hereafter:

Included: All permanent full-time and part-time employees of the Village of Forsyth in the following classifications: Public Works Technician.

Excluded: All supervisory, managerial and confidential employees as defined by the Illinois Public Labor Relations Act. All employees classified as temporary, seasonal or as weekend water plant operators by the Employer.

Each position in the bargaining unit shall, on the basis of the duties, responsibilities, skills, experience, education and training required of the position, be allocated to an appropriate class, which may include either a singular position or two or more positions.

Each class shall have a specification that includes a concise descriptive title, a description of the duties and responsibilities of positions in the class and a statement of the qualifications for filling such positions. Such specifications shall be approved by the Village Administrator. Each job classification shall be assigned to an appropriate range in a pay plan, which has been approved by the Village Governing Body.

Section 2. New Classifications

The Employer shall notify the Union within thirty-one (31) days of its decision to implement any and all new classifications pertaining to work of a nature performed by employees within the bargaining unit. If the new classification is a successor title to a classification covered by this Agreement and the job duties are not significantly altered or changed, the new classification shall automatically become a part of this Agreement and the parties shall jointly file the appropriate petition for accretion with the State of Illinois Labor Relations Board.

ARTICLE 2 UNION RIGHTS

Section 1. Union Access

Union representatives shall have access to the premises of the Employer in order to help resolve a serious dispute or issue involving the terms of this agreement, as they relate to Public Works activities.

Section 2. Leave Without Pay to Attend Union Meetings

A maximum of one (1) employee may request a leave of absence without pay to attend Union

functions, so long as it does not unreasonably interfere with the Employer operations. Such requests must be in writing at least ten (10) working days prior to the requested leave of absence and shall not be compensated for by the Employer. Leaves of absence for any one (1) employee will be limited to 5 days per calendar year for union meetings.

Section 3. Required Union Activity

Employees shall be allowed necessary and reasonable time during working hours to attend grievance hearings, labor/management meetings and other necessary and reasonable activities so long as they have been established by this Agreement, and/or other meetings called or agreed to by the Employer. If said employees are entitled or required to attend such by virtue of their status as grievant or witnesses thereto, or as designated representatives of the Union requested to assist such grievant during appropriate grievance procedures, it is understood and agreed that the Employer possesses the right and authority to limit the length and time for employees' attendance to minimize disruption of normal village activities in accordance with maintaining the regularly scheduled work hours or day (e.g., 8 hours).

The Union shall appoint a steward who shall, in conjunction with the Business Manager, when necessary, deal directly with the Employer on all matters involving the interpretation and enforcement of this Agreement. There shall be no reduction of pay from a grievant and/or steward when directly involved in meetings with management during working hours. During any grievance or arbitration hearing, employees involved in the grievance shall not lose any pay when required to be present during working hours.

It is further agreed the Union will appoint a maximum of one (1) Steward.

Section 4. Bulletin Boards

The Employer shall make available space on bulletin boards for the posting of official Union notices of a non-political, non-inflammatory nature.

ARTICLE 3 MANAGEMENT RIGHTS

It is understood and agreed that the Employer possesses the sole right and authority to operate and direct the employees and its various departments in all matters including, but not limited to, rights and authority exercised by the Employer prior to the execution of this Agreement, except as modified in this Agreement. These rights include, but are not limited to:

1. The right to determine its mission, policies, and to set forth all standards of service offered to the public;
2. To plan, direct, control and determine the operations or services to be conducted by employees of the Employer;
3. To determine the methods, means, number of personnel needed to carry out the Employer's mission; including the hiring of seasonal and temporary workers;
4. To direct the work force;
5. To hire and assign or to transfer employees;

6. To promote, suspend, discipline or discharge for just cause;
7. To layoff or relieve employees due to lack of work or funds or for other legitimate reasons;
8. To make, publish and enforce reasonable rules and regulations;
9. To introduce new or improved methods, equipment or facilities;
10. To contract out goods and services and enter into mutual aid agreements;
11. To institute time keeping systems for employees, such as punch clocks, and to utilize reasonable productivity and security mechanisms, such as GPS systems on Village vehicles;
12. To take any and all actions as may be necessary to carry out the mission of the Employer in situations of a civil emergency as may be declared by the Employer.

To the extent not expressly provided for in this Agreement, the operations of the Employer shall be left to the sole exclusive discretion of the Employer.

ARTICLE 4 UNION SECURITY

Section 1. Deductions

The Employer agrees to deduct from the pay of those employees who the Union notifies the Employer have individually requested any or all of: Union dues, assessments, or fees.

Employer will remit such deductions monthly to the Union with an itemized list containing identifying information, i.e., name, social security number, amount of deduction.

Authorized deductions shall be irrevocable except in accordance with the terms under which an employee voluntarily authorized said deductions and the laws of the State of Illinois.

Section 2. Indemnification

The Union shall indemnify, defend and hold the Employer harmless against any claim, demands, suit or liability arising from any action taken by the Employer in complying with this Article.

ARTICLE 5 NON-DISCRIMINATION

Section 1. Prohibition Against Discrimination

The Employer and the Union shall not discriminate against any employee covered by this Agreement in a manner which would violate any applicable laws regarding race, age, disability, sex, religion, national origin, or politics.

Section 2. Union Activity/Membership

The Employer and the Union agree that no employee shall be discriminated against, intimidated, restrained or coerced in the exercise of any rights granted by the Illinois Public Labor Relations Act or by this Agreement, on account of their membership or non-membership or status in, or lawful activities on behalf of the Union. The Employer, Union and this Agreement shall not infringe

on the freedom, guaranteed by the Illinois Public Labor Relations Act, of employees to become or not become members of the Union.

ARTICLE 6 NO STRIKE AND NO LOCKOUT

Section 1. No Strike

During the term of this Agreement, neither the Union nor any officers, agents, designees or employees of the Employer shall instigate, promote, sponsor, engage in, or condone any strike (including sympathy strike), slowdown, concerted stoppage of work, or any other intentional disruption of the operations of the Employer, regardless of the reason for doing so.

Section 2. No Lockout

During the term of this Agreement, the Employer shall not instigate a lockout over a dispute with the Union so long as there is no breach of Section 1. Any work stoppage, slowdown or concerted disruption of the operations of the Employer, shall be considered a breach of Section 1.

ARTICLE 7 PERSONNEL FILES

Section 1. Personnel File

An official personnel file for each employee shall be maintained by the Employer at a central location. Supervisors may provisionally maintain documents relevant to the central file if signed by the employee, the employee's supervisor and a Union representative. It is agreed that all employee documentation prior to this agreement is not subject to the terms of the agreement. Each employee shall provide the Employer with his current telephone number and address.

Section 2. Right of Inspection

Employees shall have the right to review the contents of their official personnel files as provided in the Illinois Personnel Record Review Act, 820 ILCS 40/0.01 et seq.

It is agreed that any material and/or matter not available for inspection, such as provided in Section 1, shall not be used in any manner or in any forum adverse to the employee's interest.

ARTICLE 8 DISCIPLINE AND DISCHARGE

Section 1. Employee Discipline

The Employer shall not discipline or discharge any post-probationary employee without just cause and shall not harass or discriminate against employees who grieve disciplinary actions imposed. The Employer further agrees that disciplinary action shall be in a timely fashion and shall recognize only that disciplinary action appropriately documented and filed in the employee's personnel files and not other working files maintained by other management staff. Any disciplinary action shall be considered timely, provided it occurs within fifteen (15) days of the conclusion of the Employer's investigation and review of the occurrence. By mutual written agreement the parties may extend the fifteen (15) day limit an additional ten (10) days.

Section 2. Corrective Discipline

The Employer agrees with the tenets of progressive and corrective discipline and that it shall be imposed only for just cause. The Union agrees that serious offenses may justify severe discipline without the necessity of prior warning or attempts at progressive or corrective discipline. The Employer's agreement to use progressive and corrective disciplinary action shall not prohibit the Employer from imposing discipline which is commensurate with the offense, up to and including discharge. It is agreed the following offences may result in immediate discharge, without pay and without progressive discipline:

1. Dishonesty involving the Village for economic gain;
2. Unauthorized use of a vehicle or equipment for personal use;
3. Theft of Village property;
4. Willful destruction of Village property in excess of \$300;
5. Violation during working hours or on Village property of any law or ordinance;
6. Any physical threat, violence or discriminatory/racial or epithet even once;
7. Viewing or showing any sexually explicit material at work;
8. Use or possession of any illegal substances;
9. The use or possession of open alcohol while at work, on Village premises or in Village vehicles.

Any employee charged with a criminal offense may be immediately suspended with pay pending a full investigation. Following such investigation, the employee may be terminated or reinstated at the discretion of the Village Administrator based on risk of harm to the community and/or Village. Discipline may be imposed pursuant to the following progressive steps of priority:

1. Oral warning with documentation of such filed in the employee's personnel file;
2. Written reprimand with copy of such maintained in the employee's personnel file if within one year of the infraction causing the oral warning;
3. Suspension without pay with documentation of such maintained in the employee's central personnel file; and,
4. Discharge with documentation of such maintained in the employee's central personnel file.

Prior to actual imposition of any discipline above written reprimand, the employee should be afforded an opportunity to discuss his views with the Village Administrator concerning the conduct causing such disciplinary action. Such discussion should take place as soon as practicable and not be unduly or unreasonably delayed, and the employee should be informed clearly and concisely of the basis for such action. Furthermore, the Village will advise the employee that he has the right to Union representation during any such discussion. Once the employee has requested Union representation, the Village will not proceed with the discussion until the Union representative is present and has had the opportunity to meet with the employee.

Oral warnings and written reprimands shall remain part of the employee's file for a period not to exceed twelve (12) months from the date of said warning or reprimand.

Section 3. Manner of Discipline

The Employer shall do whatever acts necessary and reasonable, when imposing disciplinary action or counseling an employee, in order to avoid unnecessary embarrassment to the employee.

Section 4. Notice of Discipline

In the event disciplinary action above written is taken against an employee, the Employer shall promptly furnish written notice to the employee which shall state the reasons for such discipline. Copy of such written notice shall be maintained in the employee's central personnel file.

ARTICLE 9 GRIEVANCE PROCEDURE

Section 1.

A grievance is defined as any difference, complaint or dispute between the Employer and the Union or any employee regarding the application, meaning or interpretation of the expressed terms of this Agreement.

Section 2.

A grievance shall be processed in the following manner:

Step 1: The grievance shall be submitted to the Public Works Director, by the Union Representative, in writing within five (5) working days of the date the grievant knew, or should have known, of the violation. Both the Public Works Director and the Union Steward will date and time stamp the original written grievance. The written grievance shall specify the conduct alleged to be in violation of the Agreement and section(s) of the Agreement involved. The written grievance will also include a specific report from the Union Steward on the steps taken to resolve the issue prior to filing the grievance. The Public Works Director will have ten (10) working days to resolve the matter and render a written decision.

Step 2: A grievance not resolved at Step 1 may be appealed to the Village Administrator within ten (10) days of the occurrence of the written decision in Step 1. The Village Administrator shall attempt to adjust the matter and shall respond to the Union in writing within ten (10) working days after such discussion.

Step 3: A grievance not resolved at Step 2 may be appealed to the Village Board. The Village Board shall consider the appeal at its next regularly scheduled Village Board meeting at which it can add the item to the agenda.

Step 4: If the Union's grievance is not settled in accordance with Step 3, the Union may refer the grievance to binding arbitration within ten (10) working days after the receipt of the conclusion of Step 3. The parties shall attempt to agree upon an arbitrator within ten (10) working days after receipt of notice of referral and in the event the parties are unable to agree upon an arbitrator within said ten (10) working day period, the parties shall immediately jointly request the Federal Mediation and Conciliation Service to submit a panel of seven (7) arbitrators. Either party may reject one (1) entire panel. Both the Employer and the Union shall have the right to strike three (3) names from the panel. One party shall strike the first name; the other party shall then strike

the second name and continue until only one person remains and the remaining person shall be the arbitrator.

The order of striking shall be determined by a coin toss. The arbitrator shall be notified of his/her selection by a joint letter from the Employer and the Union requesting that he/she set a time and place, subject to the availability of the Employer and Union representatives. All arbitration hearings shall be held in Forsyth, Illinois unless the parties mutually agree otherwise.

The arbitrator shall act in a judicial, not a legislative capacity, and shall have no right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. The arbitrator shall only consider and make a decision with respect to the specific issue submitted and shall have no authority to make a decision on any other issue not submitted. In the event the arbitrator finds a violation of the terms of this Agreement, the arbitrator shall fashion an appropriate remedy. The arbitrator shall be without power to make a decision contrary to, or inconsistent with, or modifying, or varying in any way the application of laws and rules and regulations having the force and effect of the law and the arbitrator shall have no authority to modify, add to or subtract from this Agreement, to substitute his/her judgment or discretion for that of the Employer, or to vary the discipline given by the Employer. The decision shall be based solely upon the arbitrator's interpretation of the meaning or application of the express terms of this Agreement to the facts of the grievance presented. A decision rendered consistent with the terms of this Agreement shall be final and binding.

The fee expenses of the arbitrator and the cost of a written transcript (if requested by the Arbitrator or either party) shall be divided equally between the Employer and the Union; provided, however, that each party shall be responsible for compensating its own representatives and witnesses and purchasing its own copy of the written transcript if one is desired.

Section 3.

If the Employer does not answer a grievance or an appeal thereof within the specified time limits, the Union may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limit in each step may only be extended by mutual written agreement of the Employer and the Union representative involved in each step.

Section 4.

The investigation of grievance by the employee and Union representatives shall not be conducted during working hours unless absolutely necessary.

Section 5.

Working days for the purpose of this grievance article shall mean normal workdays between 7:00 a.m. and 3:30 p.m. Monday through Friday, excluding holidays.

Section 6.

The Union and the Employer may request the presence of witnesses and/or the production of specific documents, books or papers reasonably available from the Employer or Union, and substantially pertinent to a grievance under consideration. Such request shall not unreasonably be denied and when complied with shall be subject to applicable laws, rules and regulations governing the release of information contained in such material. All costs of reproduction of the above documents shall be borne equally by the parties requesting the documents.

ARTICLE 10 HOURS OF WORK

The work week shall be defined as Sunday through Saturday, with the normal work week consisting of 40 hours. Regular work hours are 7:00 a.m. to 3:30 p.m. with a 30-minute unpaid lunch, but Employer may adjust those hours if reasonable based on expected temperatures with a start time no earlier than 6:00 a.m. Scheduling for the work week shall routinely be 8-hour work days, Monday through Friday, however the Employer reserves the right to assign work on Saturday and/or Sunday. If an employee is assigned work on a Saturday and/or Sunday, the Employer shall provide as much advance notice as practical and said employee may receive reduced hours preceding the weekend to maintain a total of 40 hours for the entire work week. Weekend work shall be assigned by inverse seniority, with employees over 20 years of service only being assigned such work if no other employees are available to perform the work.

Nothing in this Article 10 shall prevent the Employer from requiring overtime work be performed in emergency situations and/or as deemed necessary by the Employer. Work in excess of forty (40) hours in a work week or eight (8) hours in a workday will be compensated at the rate of one and one-half (1 1/2) times their regular rate of pay.

Any full-time employee who is called back to work, such call back not being a continuation and immediately following the regular shift, shall be compensated at the rate of one and one-half (1 1/2) times the regular rate for a minimum of one (1) hour. In the case of a bona-fide emergency, a full-time employee who is called back to work which was not previously scheduled shall be compensated at the rate of one and one-half (1 1/2) times the regular rate for a minimum of two (2) hours. The Employer shall set the call back rotation in accordance with the overtime rotation as set forth below.

The Employer shall distribute overtime on a set rotation among employees who regularly perform the work in which overtime is needed within the position classification, except for snow removal work which Employer shall distribute based on availability. The rotation shall start with the most senior employee, who shall be permitted to decline the overtime, so long as a less senior and qualified employee takes the work. Each subsequent call for overtime shall start with the most senior qualified employee on the rotation list that did not previously perform the last offered overtime work. Said employees shall be permitted to decline the overtime, so long as a less senior and qualified employee takes the work during that work week.

ARTICLE 11 SENIORITY, LAYOFF AND RECALL

Section 1. Definition

As used herein, the term "seniority" shall refer to and be defined as the continuous length of employment from the date the employee is hired by The Village of Forsyth, excluding internships and/or seasonal work.

Section 2. Probationary Period

An employee is a "probationary employee" for his first six months of employment. No matter concerning the discipline, layoff or termination of a probationary employee shall be subject to the grievance and arbitration procedures. A probationary employee shall have no seniority except as otherwise provided in this Agreement, until he/she has completed the probationary period. Upon the completion of the probationary period, he/she will acquire seniority from their original date of hire.

Each employee promoted to a classification with greater pay and responsibility shall satisfactorily complete a four-month probationary period before being granted permanent status in his new classification. Any employee who fails to satisfactorily complete such probationary period shall be returned to the pay and position he held immediately prior to his promotion or to a position with equal pay and responsibility.

Section 3. Seniority List

The Employer and the Union have agreed upon the initial seniority list setting forth the present seniority date of all employees covered by this Agreement and will be included in Appendix "A" of this Agreement. Disputes as to seniority shall be resolved through the grievance procedure.

Section 4. Termination of Seniority

An employee shall be terminated by the Employer and his seniority broken when he/she:

1. quits; or
2. is discharged for just cause; or
3. accepts gainful employment while on an approved leave of absence; or
4. is absent for three (3) consecutive days without notifying the Employer; or
5. fails to return to work at the conclusion of an approved leave of absence without approval of the Employer.

Section 5. Seniority While On Leave

Employees will not continue to accrue seniority credit for all time spent on authorized unpaid leave of absence.

Section 6. Layoff and Recall

Layoff

In the event the Employer determines a layoff is necessary for economic reasons or lack of work, employees shall be laid off in the inverse order of their seniority within each job classification.

Layoff Order

Probationary employees, temporary and part-time employees shall be laid off first; the full time employees shall be laid off in inverse order of their seniority within each job classification. No employee will be hired to perform or permitted to perform those duties normally performed by a bargaining unit employee while any bargaining unit member is on layoff status. Individual employees shall receive notice in writing of the layoff not less than fifteen (15) days prior to the effective date of such layoff.

Recall

Employees shall be recalled from layoff within each particular job classification and office according to seniority. No new employees at all shall be hired until all employees on layoff desiring to work shall have been given the opportunity to return to work. Recall rights under this provision shall terminate twelve (12) months after layoff.

In the event of recall, eligible employees shall receive notice of recall by actual notice or by certified mail, return receipt requested. It is the responsibility of all employees eligible for recall to notify the Village of their current address. Upon receipt of the notice of recall, employees shall have five (5) working days to notify the Employer of their acceptance of the recall. The employee shall have five (5) working days thereafter to report to duty.

If layoff occurs pursuant to this Article, bargaining unit members affected shall be given the first option for any reduced hours normally allotted to part time employees in the department.

ARTICLE 12 HOLIDAYS

The following days shall be holidays for all Village employees:

1. New Year's Day (January 1)
2. Martin Luther King Day (3rd Monday in January)
3. President's Day (3rd Monday in February)
4. Good Friday (Friday before Easter)
5. Memorial Day (last Monday in May)
6. Independence Day (July 4th)
7. Labor Day (first Monday in September)
8. Veteran's Day (November 11)
9. Thanksgiving Day (4th Thursday in November)
10. Friday after Thanksgiving Day
11. Christmas Eve (December 24)
12. Christmas Day (December 25)

From time to time, on special occasions, the governing body may designate other days as special holidays.

When any regular holiday shall fall on a Saturday or Sunday, the preceding Friday or following Monday shall be declared a holiday.

Permanent, part-time employees shall be paid for observed holidays which fall on days for which they would otherwise be scheduled to work in an amount equal to the wages they would have earned according to the number of hours for which they would be scheduled to work on that day.

To be eligible to receive pay for an observed holiday, an employee must not have been absent without leave on the workday before and the workday after the holiday.

ARTICLE 13 VACATIONS

Vacation leave is on a calendar year basis (Jan. 1 - Dec. 31). At the beginning of January each year, employees shall receive all of their appropriate vacation hours subject to the conditions stated herein. No employee shall be permitted to use vacation time for any period spent on unauthorized leave or participating in any work stoppage.

Section 1. Probationary Employees

All new full-time employees that are on probation and have not completed one (1) full year of service will receive the following prorated vacation leave, until said employee is eligible for vacation as set forth in Section 2:

	Jan. 1 - Mar. 31	Apr. - Jun. 30	Jul. 1 - Sep. 30	Oct. 1 - Dec. 31
Hours:	80%	60%	40%	20%
80	64	48	32	16

All new permanent part-time employees that are on probation and have not completed one (1) full year of service will receive the following prorated vacation leave until said employee is eligible for vacation as set forth in Section 3:

		Jan. 1 - Mar. 31	Apr. - Jun. 30	Jul. 1 - Sep. 30	Oct. 1 - Dec. 31
Scheduled work hours in a calendar	Based upon regular vacation hour	80%	60%	40%	20%
0 - 260	1	8	6	4	2
261 - 520	2	16	12	8	4
521 - 780	3	24	18	12	6
781 - 1040	4	32	24	16	8
1041 - 1300	5	40	30	20	10
1301 - 1560	6	48	36	24	12
1561 - 1820	7	56	42	28	14
1820 - 2079	7	63	47	32	16

Section 2. Full Time Employees

After one year of completed service working with the Village, employees shall receive vacation, as set forth in the table below, usable upon January 1 of the calendar year following the employee's completed service year.

Completed Years of Service:	Vacation Hours:
01-02	80
03-04	88
05-06	96
07-08	104
09-10	120
11-12	128
13-14	136
15-16	144
17-18	160
19-20	168
21-22	176
23-24	184
25 & over	200

Section 3. Part-Time Employees

After one year of completed service working with the Village, permanent part-time employees shall receive vacation, as set forth in the table below, usable upon January 1 of the calendar year

following the employee's completed service year.

Completed Years of Service:	*0 - 260	*261 - 520	*521 - 780	*781 - 1040	*1041 - 1300	*1301 - 1560	*1561 - 1820	*1821 - 2079
01 - 02	10	20	30	40	50	60	70	79
03 - 04	11	22	33	44	55	66	77	87
05 - 06	12	24	36	48	60	72	84	95
07 - 08	13	26	39	52	65	78	91	103
09 - 10	15	30	45	60	75	90	105	119
11 - 12	16	32	48	64	80	96	112	127
13 - 14	17	34	51	68	85	102	119	135
15 - 16	18	36	54	72	90	108	126	143
17 - 18	20	40	60	80	100	120	140	159
19 - 20	21	42	63	84	105	126	147	167
21 - 22	22	44	66	88	110	132	154	175
23 - 24	23	46	69	92	115	138	161	183
25 & over	25	50	75	100	125	150	175	199

*Based on the number of hours that the employee is scheduled to work in a calendar year. Must complete one (1) full calendar year of service before receiving chart vacation hours.

Section 4. Vacation

A maximum of forty (40) hours of vacation may be carried forward from one calendar year to the next.. Employees will be permitted to use vacation leave in units of less than one day subject to approval of their supervisor. In case of conflict, vacation leave shall be granted on the basis of seniority.

Section 5. Holiday During Vacation

Paid holidays which occur during vacation leave are not counted as a day of vacation.

Section 6. Termination/Separation

Upon termination or separation from employment, an employee shall be compensated for accumulated unused vacation leave.

ARTICLE 14 SICK LEAVE

Section 1. Full-time Employees

All permanent full-time employees shall be entitled to sick leave pay with absences resulting from illness, injuries, accidents, or other physical incapacitation, occurring either on or off the job. No employee shall be permitted to use sick leave for any period spent on unauthorized leave or participating in any work stoppage.

Section 2. Amount of Sick Leave

Full-time employees shall receive twelve (12) sick days at the beginning of January each year or as outlined in the charts below if the employee has not completed one (1) full calendar year of service.

Full-time employees who are new, on probation, and have not completed one (1) full calendar

year of service shall receive the following sick leave:

* Actual sick hours to receive	Jan. 1 - Mar. 31	Apr. - Jun. 30	Jul. 1 - Sep. 30	Oct. 1 - Dec. 31
Hours:	80%	<u>60%</u>	<u>40%</u>	<u>20%</u>
96	77	58	38	19

Section 3. Accumulation of Sick Leave

No employee may accrue more than 120 days of sick leave. Accumulated sick leave shall not be reimbursable to the employee upon termination or separation from employment. Upon resignation or retirement an employee may apply his accrued sick leave toward his IMRF pension according to the rules and regulations of the plan.

Section 4. Using Sick leave

Any absence for a fraction or part of a day which is chargeable to sick leave shall be charged in increments of not less than .25 hours.

Section 5. Doctor's Certificate

A department head may require a signed statement from a physician or dentist verifying the employee's inability to perform assigned duties because of illness.

Section 6. Notification

To be eligible for sick paid leave an employee shall notify his immediate supervisor the reason for his absence no later than one hour before the beginning of the first work day for which sick leave is taken.

Section 7. Abuse of Sick Leave

An employee who improperly claims sick leave shall be subject to disciplinary action. including loss of pay or dismissal.

Section 8. Sick Leave Usage for Care of Immediate Family

Employees may use sick leave to care for said employee's child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, stepparent or significant other. For purposes of this section, Employees may use sick leave to care for a significant other if Employee and said significant other have been cohabitating for a period of not less than six (6) months. Village shall have the right to request documentation evidencing cohabitation.

ARTICLE 15 PERSONAL DAYS

Personal Days: All full-time and permanent part-time employees who are not on probation and who have completed one (1) full year of service shall be entitled to sixteen (16) personal hours per calendar year, which will not accrue from year to year. Upon termination or separation from employment, an employee shall be compensated for unused personal days.

Full-time employees who are new, on probation and have not completed one (1) full calendar year of service are eligible to receive personal business leave in accordance with the following

schedule:

* Actual personal hours to receive	Jan. 1 - Mar. 31	Apr. - Jun. 30	Jul. 1 - Sep. 30	Oct. 1 - Dec. 31
Hours:	80%	60%	40%	20%
16	13	10	6	3
* Must complete one (1) calendar year of service before receiving sixteen (16) hours.				

Permanent part-time employees who are not on probation and who have completed one (1) full calendar year of service shall receive personal leave in accordance with the following schedule:

* Scheduled hours per calendar year	Scheduled hours per year ÷ 52	Scheduled hours per week ÷ 5	Personal days in hours x2	Actual personal hours to receive
0 - 260	5	1	2	2
261 - 520	10	2	4	4
521 - 780	15	3	6	6
781 - 1040	20	4	8	8
1041 - 1300	25	5	10	10
1301 - 1560	30	6	12	12
1561 - 1820	35	7	14	14
1820 - 2079	40	8	16	16
*Based on the number of hours scheduled to work in a calendar year.				

Permanent part-time employees who are new, on probation and have not completed one (1) full calendar year of service are eligible to receive personal business leave in accordance with the following schedule:

				Jan. 1 - Mar. 31 Actual personal hours to receive	Apr. 1 - Jun. 30 Actual personal hours to receive	Jul. 1 - Sep. 30 Actual personal hours to receive	Oct. 1 - Dec. 31 Actual personal hours to receive
* Scheduled hours per calendar year	Scheduled hours per year ÷ 52	Scheduled hours per week ÷ 5	Personal days in hours x2	80%	60%	40%	20%
0 - 260	5	1	2	2	1	1	0
261 - 520	10	2	4	3	2	2	1
521 - 780	15	3	6	5	4	2	1
781 - 1040	20	4	8	6	5	3	2
1041 - 1300	25	5	10	8	6	4	2
1301 - 1560	30	6	12	10	7	5	2
1561 - 1820	35	7	14	11	8	6	3
1820 - 2079	40	8	16	13	10	6	3
* Based on the number of hours scheduled to work in a calendar year.							

Personal business leave shall not be taken in increments of less than one-quarter of an hour (0.25) hour.

ARTICLE 16 FUNERAL LEAVE

An employee shall be allowed time off not to exceed three (3) working days when his presence is reasonably required to be with his immediate family on account of death in his immediate family. This leave shall be with pay but shall not be granted until the employee has one (1) year of continuous service in the employment of the Village.

Immediate family for the purposes of this Article include only:

1. Spouse or significant other, Children, Grandchildren;
2. Parents or Step-parents of the Employee or the Employee's Spouse or significant other;
3. Grandmother or Grandfather of the Employee or the Employee's Spouse or significant other;
4. Brother and Sister of the Employee;
5. Aunt and Uncle of the Employee.

For purposes of funeral leave in this section, Employee and said significant other shall have been cohabitating for a period of not less than six (6) months. Village shall have the right to request documentation evidencing cohabitation.

ARTICLE 17 LEAVES OF ABSENCE

Section 1. Civil Leave with Pay

An employee shall be given reasonable and necessary time off without loss of pay when: (1) performing jury duty; (2) appearing in court as a witness in answer to a subpoena in a suit in connection with his duties with the Employer; (3) performing emergency civilian duty in connection with national defense; and (4) voting when the polls are not open at least two hours before or after the employee's scheduled hours of work. An employee shall reimburse the Village for jury duty compensation paid by the court.

Section 2. Civil Leave without Pay

If an employee is involved in court as a party or witness in a suit not connected with his duties with the Village, he/she may be granted leave without pay unless the employee elects to utilize any available vacation leave.

Section 3. Meetings, Seminars

An employee may be granted leave with pay to attend meetings and seminars and conventions of professional and technical organizations when such attendance is properly authorized by the Public Works Director,

Section 4. Unpaid leave of Absence

An employee, upon written request, and with the approval of his department head, may be granted

a leave of absence without pay subject to prior approval by the Village Administrator.

An employee requesting any leave shall provide as much advance notice as possible to his department head.

Section 5. Family and Medical Leave Act

Employees covered by this Agreement shall be entitled to the rights set forth in the Family and Medical Leave Act of 1993.

ARTICLE 18 HEALTH INSURANCE

All provisions on health insurance under this Article 18 shall be contingent on the requirements of the law. To the extent the law ever counters any provision herein, the law shall be followed by providing notice to the Union and without need to amend this Agreement.

All full-time employees shall be eligible for group medical and hospital insurance following completion of the term required by the insurer.

The Village shall pay the full premium for employee medical and hospital insurance coverage. For the dependents of an employee, the Village shall pay 75% of said premium. The Union recognizes the uncertainty and limitations of the employer to control the increasing cost of coverage for such a small group.

All full-time employees shall be eligible for employee vision and dental coverage following completion of the term required by the insurer.

The Village shall pay the full premium for employee vision and dental insurance coverage. For the dependents of an employee, the Village shall not pay any portion of the premium.

All costs for individual or family medical and hospital insurance shall be paid by the employee during the period the employee is on extended unpaid leave, on unauthorized leave or participating in any work stoppage.

Individual and family medical and hospital insurance coverage may be extended for a temporarily disabled employee drawing worker's compensation. The employee's share of the cost shall be deducted from any compensation due the employee in addition to worker's compensation payments. In the event no additional compensation is due, insurance may be extended at the option of the employer.

No employee shall be entitled to a cash payment of any kind in lieu of Health Insurance.

The health insurance provided shall be similar in nature as the previous year, unless there is a raise in premiums in excess of 17% from the previous year, for a plan similar in nature. If there is a raise in premiums in excess of 17% from the previous year, the parties shall agree to renegotiate the health coverage provided and any previous coverage shall not be considered past practice.

ARTICLE 19 WAGES

The employees covered by this Agreement will receive an hourly wage based on the scale for their job classification in Appendix C. Employees covered by this Agreement shall be entitled to earn Incentive Pay as described in Appendix D.

ARTICLE 20 SUBCONTRACTING

It is the general policy of the Employer to continue to utilize employees to perform work they are qualified to perform. However, the Employer reserves the right to contract out any work it deems necessary in the interests of efficiency, economy, and improved work product or emergency. No employee shall be laid off due to subcontracting except as otherwise may be required pursuant to the budget constraints of the Village.

ARTICLE 21 DRUG & ALCOHOL POLICY

No employee shall be in possession of or under the influence of alcohol and/or unauthorized, banned substances (as defined herein) while on duty.

Employees shall report to their supervisors any impairment or adverse side effects of authorized medications which they are taking. Any employee shall be subject to testing when there is a reasonable suspicion that the employee is under the influence of alcohol and/or using an unauthorized or banned substance. Employees shall be subject to random, "reasonable suspicion" testing and/or return-to-work drug and alcohol testing.

(1) POLICY DEFINITIONS

Persons Subject to Testing: Employees who are currently employed.

Banned Substances: Those substances identified in the Illinois Controlled Substances Act, 720 ILCS 570/100 et seq., cannabis, undocumented over-the-counter or prescription medicines to be determined by Employer, alcohol and alcohol use while at work or on duty.

Employer: Village of Forsyth

GC/MS: Gas Chromatography/Mass Spectrometry Technique

SAMHSA: Substance Abuse and Mental Health Services Administration.

Overnight Express: A mailing service that will provide delivery specimens and results to designated locations within twenty-four (24) hours.

Tampering with or Adulterating the Specimen: To interfere with, meddle with, etc., so as to damage, to alter, to make not quite genuine.

Union: Laborers' International Union of North America, Downstate Illinois Laborers' District Council, Laborers' Local 159.

(2) RESPONSIBILITIES

- a) Employer is responsible for the implementation and costs of this program.
- b) Employer is responsible for the administration, audit and review of this program.
- c) Employer and the Union are responsible for the selection of a laboratory testing facility. laboratories will be licensed by the State of Illinois, Department of Public Health.
- d) The fee for testing persons subject to testing shall be paid by Employer.
- e) Test kits will be approved by Employer, through consultation with the Union and such test kits will be standardized. Purchasing specimen kits will be the responsibility of Employer. Distribution of the specimen kits will be done by the approved testing facility.

Collection site kits must be maintained as specified in the paragraph above unless an outside Administrator is retained by the approved testing facility, which will then be responsible for purchasing, distribution and maintenance of collection site kits at all designated facilities.

(3) REASONABLE SUSPICION

Reasonable suspicion exists if certain objective facts and circumstances warrant rational inferences that a person may be under the influence of alcohol or a banned substance. Illustrative, but no all-inclusive criteria of reasonable suspicion are (generally, a person under the influence exhibits a combination of such criteria).

- a) Any abnormal conduct or erratic behavior, a dramatic decline in work performance, excessive sick time usage.
- b) Information provided by reliable and credible sources, which is independently corroborated.
- c) Observation, such as direct observation of use and/or physical symptoms of being under the influence of alcohol or banned substances.
- d) Difficulty walking, slurred speech, needle marks, glazed stare.
- e) Possession of alcohol or a banned substance.

If a supervisor believes there is reasonable suspicion that an employee is under the influence of alcohol or a banned substance, the employee will be notified that blood alcohol content (BAC) and/or urine specimen will be required. The Supervisor's reasons for requesting a "reasonable suspicion" test shall be contemporaneously documented, and once confirmed as provided below, and provided the employee signs a written release, the confirmatory documentation shall be made available to the employee's bargaining agent. A bargaining unit employee may request a union representative to be present at the time of testing if the bargaining agent is at the job site, prior to the employee being escorted to the "drawing" facility, in a reasonable period of time. This period should not exceed one-half (1/2) hour in length. If the bargaining agent is present, the agent will have time, not to exceed one-half (1/2) hour, to privately confer with the employee.

- a) The employee shall sign a release and consent authorization form for the alcohol/drug testing and information release to Employer and if the employee desires, to the Union.
- b) An employee's refusal to sign a release and consent authorization form and/or refusal to take the alcohol/drug test shall be treated the same as a positive result and will result in discharge of the employee.
- c) Chain-of-custody documentation for the specimen shall be maintained by the doctor, collection facility and/or laboratory from collection to analysis to destruction. A copy of all test results shall be forwarded to the Employer, marked "Confidential", sealed and confidentially maintained.
- d) The specimen will be tested by an Employer/Union-approved and qualified laboratory which has technical expertise and proficiency in blood alcohol testing and Urinalysis in accordance with Section (2)(C) of this policy. A positive test reading will automatically call for a follow-up confirmation test using (GC/MS) technique. The following cut-off levels will be utilized. Except in respect to alcohol, levels below those listed will be considered negative results. They shall be reported to the employee as such, and shall not be retained in the employee's file.

	INITIAL DRUG SCREEN	CONFIRMATION TEST (GC/MS)
Amphetamines	1000 ng/ml	500 ng/ml
Barbiturates	300 ng/ml	150 ng/ml
Benzodiazepines	300 ng/ml	300 ng/ml
Cocaine	300 ng/ml	150 ng/ml
Marijuana	100 ng/ml	15 ng/ml

Methadone	300 ng/ml	150 ng/ml
Methaqualone	300 ng/ml	300 ng/ml
Opiates	300 ng/ml	300 ng/ml
Phencyclidine ("PCP")		
Emit	75 ng/ml	
RIA	25 ng/ml	25 ng/ml

The following minimum level will be used for blood alcohol content (BAG) tests: Alcohol .02% blood (grams per deciliter) (see alcohol testing).

The employee will be escorted by the supervisor (and the Union representative, if available) to the agreed upon collection facility where a blood alcohol content (BAC) and/or urine specimen will be taken by a medical professional only. The supervisor should document reasons for suspicion prior to or simultaneously with requesting the alcohol/drug test. Provided a written release is then signed by the employee, a copy of the same shall be provided to the Union representative at the time of the request for testing. If a written release has been signed by the employee, confirmatory documentation shall be made available to the employee's bargaining agent within a reasonable period of time, not to exceed three (3) working days. The collection facility staff will secure the BAG and/or urine specimen in the sealed containers provided by the facility. Unless an outside contract administrator is retained by the Employer, the supervisor is to inspect the BAC/urine specimen kit to ensure that the seal has not been broken. Should the seal be broken or tampered with in any way, the supervisor will ask the collection facility to use one of their own specimen kits. Chain-of-custody documentation will be kept by the collection facility. The collection facility personnel, after securing the specimen, will seal the container(s) and transport it/them by overnight express to the Facility-designated laboratory.

Should an occasion arise where a supervisor is short-handed and has no other personnel to assist in escorting an employee to the collection agency for alcohol/drug tests, when there is reasonable suspicion, the employee, during the employee's regular work hours, will be required to stay in the work area until the employee can be escorted to the collection facility for the alcohol/drug tests. The employee may be required to stay in the work area for up to an additional two (2) hours after regular work hours (considered overtime) under the circumstances described above, as such is necessary to obtain a proper testing result. If an employee leaves the premises after being advised by the supervisor of the above, it shall be considered as insubordination, and as if the employee had refused to submit to the test, which is a violation of this policy. The violation shall be considered to be "just cause" and treated in the same manner as a positive test result.

Upon completion of the test, the employee shall be transported to the employee's residence. Under no circumstances shall an employee suspected of being under the influence of alcohol or using drugs be allowed to leave the work site or the test site driving the employee's own or an Employer vehicle.

The employee shall remain in paid status until the results are received. If the test is confirmed positive, the employee will be notified by the Medical Review Officer (MRO) and will be given the opportunity to present evidence and/or information that the positive test result was caused by prescribed or over-the-counter drugs, or that special circumstances may have affected the test results. All relevant information shall be forwarded by the employee directly to the MRO, marked "Confidential".

Information regarding attempts to tamper with or adulterate the specimen, along with other pertinent information shall also be forwarded to the Employer.

(4) ALCOHOL TESTING

Testing for blood alcohol content (BAC) will be required using evidential breath testing (EST) devices approved by the National Highway Traffic Safety Administration.

ALCOHOL TESTING RESULTS

SCREENING TEST

0.02% or greater= positive

Greater than or equal to 0.02%, confirmation test required.

CONFIRMATION TEST

0.02% or greater = positive test result, warranting disciplinary action pursuant to this Article.

(5) DRUG TESTING

Testing for drugs (as specified above) will be conducted using urinalysis. These samples are to be tested by an approved Substance Abuse and Mental Health Services Administration (SAMHSA) laboratory. Testing will be for evidence of marijuana, phencyclidine (PCP), opiate, amphetamine or cocaine use. A medical review officer (MRO) mutually selected by Employer and the Union will review all positive results and after being confirmed the information will then be forwarded to the Employer. Any employee testing positive for drugs will be disciplined according to Employer policy.

(6) POST-ACCIDENT/INCIDENT

Post-accident drug/alcohol testing will be required. Whenever an employee is involved in an accident, during work hours each employee involved in the accident will be required to be tested as follows:

- a) Fatal Accidents:
Any time the accident involves the loss of a human life.
- b) Non-Fatal Accidents:
Any time the employee receives a citation under state or local law or

personal injury or damage to property is involved. Testing must be done as soon as possible following the accident: within two (2) hours for alcohol testing and within twenty-four (24) hours for drug testing.

Reasonable suspicion may also be used if applicable to post-accident situations.

(7) RANDOM TESTING

Beginning sixty (60) days following ratification, once each month a number of employees (up to ten (10) percent of the workforce) may be randomly selected for drug/alcohol testing.

(8) DISCIPLINARY ACTION FOR POSITIVE TEST RESULTS

Violations of this policy will be considered "just cause". If, as a result of the investigation and/or pre-disciplinary hearing, a violation of this policy has occurred, the discipline shall result in termination of the employee.

(9) TEST RESULTS

All test results and related documentation will be treated confidentially and shall not be utilized by the Employer for any purpose other than employment-related matters.

No test results shall be released to any other agency or to prospective employers of the employee, nor shall test results be released to any law enforcement agency, except pursuant to lawful subpoena or court order.

ARTICLE 22 VEHICLE & EQUIPMENT USE POLICY

The following policy and procedures shall apply to the use of all equipment and vehicles owned and used by the Village of Forsyth (hereinafter collectively referred to as "Village Vehicles"), as follows:

1. Employees utilizing Village Vehicles must have the appropriate state required class of license for the vehicle operated. Beginning on January 1, 2021, all new Village employees covered by this Agreement shall have or obtain a Commercial Driver's License (CDL) before the end of their probationary period. The Village will provide the vehicle necessary for testing if applicable.
2. Use of Village Vehicles for personal use or purposes is prohibited.
3. Drivers of Village Vehicles must drive responsibly at all times and follow all traffic regulations, including the speed limit, and other applicable laws.
4. Upon returning a Village Vehicle from use, all trash and personal belongings should be removed from the vehicle.
5. Any maintenance needs to a Village Vehicle must be reported immediately to the department head.

6. Any and all accidents or damage to a Village Vehicle must be reported immediately to the department head and handled in accordance with the law.
7. Employees may not keep copies of the keys of a Village Vehicle in their possession. All keys must be returned to the location designated by the department head immediately upon return.
8. All passengers must be seated and in their seat belts at all times while a Village Vehicle is moving. There may not be more passengers in any Village Vehicle than the number of seatbelts in the vehicle.
9. No Village Vehicle may be taken out of the municipal limits of the Village, or the corporate limits of the City of Decatur, without the express verbal permission of the Public Works Director.
10. Smoking, eating and drinking is prohibited at all times in any Village Vehicle.
11. Unattended Village Vehicles must be locked at all times to prevent theft of Village and/or personal property.
12. All employees must submit to a drug and alcohol test after an accident involving a Village Vehicle in accordance with the Village's Drug & Alcohol Policy.
13. Employees who use hand-held cellular phones should refrain from making or receiving calls while driving. If an employee needs to make or receive a phone call related to Village business while driving, the employee should make sure the vehicle is stopped and that he or she is parked in a proper parking area for the call. Employees who use hands-free telephones must keep conversations relating to Village business brief while driving, and must stop the vehicle and park in a proper parking area if the conversation becomes involved, traffic is heavy, or road conditions are poor.
14. Employees are responsible for all traffic tickets and other citations issued in the course of using a Village Vehicle. Any citations issued should be immediately reported to the department head.
15. Employees who are found to have violated this policy may be subject to disciplinary action up to and including termination from employment.
16. It is understood the employer reserves the right to collect statistical data on mileage and fuel purchases with a written thirty (30) day advance notice to the union.

ARTICLE 23 EMPLOYEE CLOTHING ALLOWANCE

The following standard issue equipment shall be furnished by the Village:

- 5 short-sleeve 5 long-sleeve shirts 5 workpants replaced on an as needed basis at the discretion of the Public Works Director with former clothing being turned in.
- Employee shall be allowed a boot allowance \$200. Boots may be replaced on an as needed basis but not to exceed \$200 per request. A second pair of older or replacement boots

shall be kept at the place of employment for emergency situations (i.e. working with asphalt).

- 1 winter coat reflective for safety.

ARTICLE 24 SAVINGS CLAUSE

If any Article or Section of this Agreement or any addendum thereto shall be held invalid by operation of law or by a tribunal of competent jurisdiction, or if compliance with or enforcement of any Article or Section should be restrained by such tribunal, the remainder of the Agreement and addendum shall not be affected thereby, and the parties shall immediately negotiate a substitute for the invalidated Article, Section or portion thereof.

ARTICLE 25 BEGINNING AND DURATION OF AGREEMENT

This Agreement shall be in full force and effect from January 1, 2025, until December 31, 2030 and shall automatically continue from year to year thereafter. Either party desiring change or modification in the same shall notify the other party in writing at least one hundred twenty (120) days prior to the expiration of this Agreement. Such other party must grant a meeting to the party desiring change within thirty (30) days after such notification.

For the Village of Forsyth: _____ Village Administrator Date: _____ _____ Mayor Date: _____ ATTEST: _____ Village Clerk Date: _____	For the Union: _____ Josh McElravy, Business Manager Laborers' Local 159 Date: _____
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**APPENDIX A
SENIORITY LIST**

Employee	Hire Date	Years Of Service
Dunn	03/08/1987	38
Mentzer	10/31/2022	3
Barnett	10/23/2023	2
J Daniels	12/22/2023	1 (2 in December)
Fitzpatrick	12/28/2023	1 (2 in December)
S Daniels	04/08/2024	1
Bowers	04/22/2024	1

APPENDIX B
CHECK-OFF AUTHORIZATION AND ASSIGNMENT
LABORERS INTERNATIONAL UNION OF NORTH AMERICA LOCAL #159
2293 E. LOGAN ST. DECATUR, ILLINOIS 62526

I, _____, do hereby authorize my employer, Village of Forsyth, to deduct from my wages each week that I am working under the jurisdiction of the Laborers Union #159 the following amounts until my Initiation Fee of \$100.00 is paid in full.

1st Week.....\$25.00 2nd Week.....\$25.00
 3rd Week.....\$25.00 4th Week.....\$25.00

After my Initiation Fee of \$100.00 is paid in full, I authorize my employer to deduct \$41.00 per month for Dues from my wages each month, to be withheld the first week of each month. Should any employee fail to earn any wages for a given month, it shall be the responsibility of the employee to pay his dues for that month at the Union Office to maintain his Union Membership.

I understood that my employer will turn all money that he holds out of my check over to the Laborers Local #159 by the 15th day of the following month covering the hours worked the previous month, and that Laborers Local #159 will issue an official receipt to cover money that they receive, and give same to employer, who will deliver same to me.

This authorization shall be effective for a period of one (1) year or the expiration date of the current agreement, whichever first occurs, and shall automatically renew for subsequent contract terms of successive annual periods, thereafter, whichever first occurs, unless written notice is served upon the employer and the Union by the signatory hereto thirty (30) days prior to expiration of any term, if desired to termination this authorization.

Dues, fees, contributions, or gifts to the local Union 159 are not deductible as charitable contributions for federal income tax purposes. Dues and fees paid to Local Union 159, however, may qualify as business expenses and may be deducted as an "unreimbursed employees expenses," one of the miscellaneous job expenses that are deductive on Schedule A; Itemized Deductions of Form 1040.

 Print Name

 Address

 Social Security Number

 City State Zip

 Birth Date

 Telephone Number

 Signature Date

 Email Address

APPENDIX C WAGE TABLE

<u>Completed Years Of Service As Of</u>	<u>1/1/2026</u>	<u>1/1/2027</u>	<u>1/1/2028</u>	<u>1/1/2029</u>	<u>1/1/2030</u>
35 or more years	\$ 34.44	\$ 35.82	\$ 37.25	\$ 38.74	\$ 40.29
30-34 years	\$ 32.63	\$ 33.94	\$ 35.30	\$ 36.71	\$ 38.18
25-29 years	\$ 31.04	\$ 32.28	\$ 33.57	\$ 34.91	\$ 36.31
20-24 years	\$ 29.43	\$ 30.61	\$ 31.83	\$ 33.10	\$ 34.43
15-19 years	\$ 27.85	\$ 28.97	\$ 30.13	\$ 31.33	\$ 32.59
10-14 years	\$ 26.26	\$ 27.31	\$ 28.40	\$ 29.54	\$ 30.72
5-9 years	\$ 24.65	\$ 25.64	\$ 26.67	\$ 27.74	\$ 28.85
less than 5 years	\$ 23.06	\$ 23.98	\$ 24.94	\$ 25.94	\$ 26.98

APPENDIX D INCENTIVE PAY

INCENTIVE PAY CRITERIA:		Additional Pay Per Hour
Illinois CDL B License With Air Brake Endorsement <i>1</i>		\$1.50
Il. Department Of Agriculture Equipment Operator Certification for Mosquito Spraying <i>1</i>		\$0.25
Ability To Operate Sewer Jet And Vacuum Equipment <i>2</i>		\$0.25
Illinois EPA Class A Drinking Water Operator License <i>3</i>		\$2.50
Illinois EPA Class A Drinking Water Operator-In-Training (OIT) Certificate <i>4</i>		\$2.00
Illinois EPA Class B Drinking Water Operator License <i>3</i>		\$1.50
Illinois EPA Class B Drinking Water Operator-In-Training (OIT) Certificate <i>4</i>		\$1.00
Illinois EPA Class C Drinking Water Operator License <i>3</i>		\$0.75
Illinois EPA Class C Drinking Water Operator-In-Training (OIT) Certificate <i>4</i>		\$0.50
Illinois EPA Class D Drinking Water Operator License <i>3</i>		\$0.25
Notes: <i>1</i> Upon successful course completion with passing grade, passing performance evaluation, and issued license. <i>2</i> Upon satisfactory performance evaluation of safety and operation of the equipment and all its uses. <i>3</i> Completion of required water operating hours and an issued IEPA license. <i>4</i> Successful passing of IEPA test, issued "Operator in Training" OIT Certificate. Drinking Water Operator Licenses shall not be cumulative, but instead, additional pay will be based on the highest achieved license by the employee (e.g. an employee holding a Class D and Class C Drinking Water Operator License would ear \$0.75 per hour in additional pay).		

COLLECTIVE BARGAINING AGREEMENT

BETWEEN

THE VILLAGE OF FORSYTH, ILLINOIS

AND

LABORERS' INTERNATIONAL UNION OF
NORTH AMERICA,
DOWNSSTATE ILLINOIS LABORERS' DISTRICT COUNCIL,
LABORERS' LOCAL 159

January 1, 2026 through December 31, 2030

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This Agreement is entered into between the Laborers' International Union of North America, Downstate Illinois Laborers' District Council, and Laborers' Local 159, hereinafter referred to as the "Union" and the Village of Forsyth, Illinois, hereinafter referred to as the "Employer".

ARTICLE 1 RECOGNITION - NEW CLASSIFICATION

Section 1. Recognition

The Employer recognizes the Laborers' International Union of North America as the sole and exclusive bargaining representative in all matters concerning and pertaining to rates of pay, salaries, hours of employment and other conditions of employment for the following employees employed by The Village of Forsyth, as certified by the Illinois State Labor Relations Board, Case No. S-RC-12-062 and amended hereafter:

Included: All permanent full-time and part-time employees of the Village of Forsyth in the following classifications: Public Works Technician.

Excluded: All supervisory, managerial and confidential employees as defined by the Illinois Public Labor Relations Act. All employees classified as temporary, seasonal or as weekend water plant operators by the Employer.

Each position in the bargaining unit shall, on the basis of the duties, responsibilities, skills, experience, education and training required of the position, be allocated to an appropriate class, which may include either a singular position or two or more positions.

Each class shall have a specification that includes a concise descriptive title, a description of the duties and responsibilities of positions in the class and a statement of the qualifications for filling such positions. Such specifications shall be approved by the Village Administrator. Each job classification shall be assigned to an appropriate range in a pay plan, which has been approved by the Village Governing Body.

Section 2. New Classifications

The Employer shall notify the Union within thirty-one (31) days of its decision to implement any and all new classifications pertaining to work of a nature performed by employees within the bargaining unit. If the new classification is a successor title to a classification covered by this Agreement and the job duties are not significantly altered or changed, the new classification shall automatically become a part of this Agreement and the parties shall jointly file the appropriate petition for accretion with the State of Illinois Labor Relations Board.

ARTICLE 2 UNION RIGHTS

Section 1. Union Access

Union representatives shall have access to the premises of the Employer in order to help resolve a serious dispute or issue involving the terms of this agreement, as they relate to Public Works activities.

Section 2. Leave Without Pay to Attend Union Meetings

A maximum of one (1) employee may request a leave of absence without pay to attend Union

functions, so long as it does not unreasonably interfere with the Employer operations. Such requests must be in writing at least ten (10) working days prior to the requested leave of absence and shall not be compensated for by the Employer. Leaves of absence for any one (1) employee will be limited to 5 days per calendar year for union meetings.

Section 3. Required Union Activity

Employees shall be allowed necessary and reasonable time during working hours to attend grievance hearings, labor/management meetings and other necessary and reasonable activities so long as they have been established by this Agreement, and/or other meetings called or agreed to by the Employer. If said employees are entitled or required to attend such by virtue of their status as grievant or witnesses thereto, or as designated representatives of the Union requested to assist such grievant during appropriate grievance procedures, it is understood and agreed that the Employer possesses the right and authority to limit the length and time for employees' attendance to minimize disruption of normal village activities in accordance with maintaining the regularly scheduled work hours or day (e.g., 8 hours).

The Union shall appoint a steward who shall, in conjunction with the Business Manager, when necessary, deal directly with the Employer on all matters involving the interpretation and enforcement of this Agreement. There shall be no reduction of pay from a grievant and/or steward when directly involved in meetings with management during working hours. During any grievance or arbitration hearing, employees involved in the grievance shall not lose any pay when required to be present during working hours.

It is further agreed the Union will appoint a maximum of one (1) Steward.

Section 4. Bulletin Boards

The Employer shall make available space on bulletin boards for the posting of official Union notices of a non-political, non-inflammatory nature.

ARTICLE 3 MANAGEMENT RIGHTS

It is understood and agreed that the Employer possesses the sole right and authority to operate and direct the employees and its various departments in all matters including, but not limited to, rights and authority exercised by the Employer prior to the execution of this Agreement, except as modified in this Agreement. These rights include, but are not limited to:

1. The right to determine its mission, policies, and to set forth all standards of service offered to the public;
2. To plan, direct, control and determine the operations or services to be conducted by employees of the Employer;
3. To determine the methods, means, number of personnel needed to carry out the Employer's mission; including the hiring of seasonal and temporary workers;
4. To direct the work force;
5. To hire and assign or to transfer employees;

6. To promote, suspend, discipline or discharge for just cause;
7. To layoff or relieve employees due to lack of work or funds or for other legitimate reasons;
8. To make, publish and enforce reasonable rules and regulations;
9. To introduce new or improved methods, equipment or facilities;
10. To contract out goods and services and enter into mutual aid agreements;
11. To institute time keeping systems for employees, such as punch clocks, and to utilize reasonable productivity and security mechanisms, such as GPS systems on Village vehicles;
12. To take any and all actions as may be necessary to carry out the mission of the Employer in situations of a civil emergency as may be declared by the Employer.

To the extent not expressly provided for in this Agreement, the operations of the Employer shall be left to the sole exclusive discretion of the Employer.

ARTICLE 4 UNION SECURITY

Section 1. Deductions

The Employer agrees to deduct from the pay of those employees who the Union notifies the Employer have individually requested any or all of: Union dues, assessments, or fees.

Employer will remit such deductions monthly to the Union with an itemized list containing identifying information, i.e., name, social security number, amount of deduction.

Authorized deductions shall be irrevocable except in accordance with the terms under which an employee voluntarily authorized said deductions and the laws of the State of Illinois.

Section 2. Indemnification

The Union shall indemnify, defend and hold the Employer harmless against any claim, demands, suit or liability arising from any action taken by the Employer in complying with this Article.

ARTICLE 5 NON-DISCRIMINATION

Section 1. Prohibition Against Discrimination

The Employer and the Union shall not discriminate against any employee covered by this Agreement in a manner which would violate any applicable laws regarding race, age, disability, sex, religion, national origin, or politics.

Section 2. Union Activity/Membership

The Employer and the Union agree that no employee shall be discriminated against, intimidated, restrained or coerced in the exercise of any rights granted by the Illinois Public Labor Relations Act or by this Agreement, on account of their membership or non-membership or status in, or lawful activities on behalf of the Union. The Employer, Union and this Agreement

shall not infringe on the freedom, guaranteed by the Illinois Public Labor Relations Act, of employees to become or not become members of the Union.

ARTICLE 6 NO STRIKE AND NO LOCKOUT

Section 1. No Strike

During the term of this Agreement, neither the Union nor any officers, agents, designees or employees of the Employer shall instigate, promote, sponsor, engage in, or condone any strike (including sympathy strike), slowdown, concerted stoppage of work, or any other intentional disruption of the operations of the Employer, regardless of the reason for doing so.

Section 2. No Lockout

During the term of this Agreement, the Employer shall not instigate a lockout over a dispute with the Union so long as there is no breach of Section 1. Any work stoppage, slowdown or concerted disruption of the operations of the Employer, shall be considered a breach of Section 1.

ARTICLE 7 PERSONNEL FILES

Section 1. Personnel File

An official personnel file for each employee shall be maintained by the Employer at a central location. Supervisors may provisionally maintain documents relevant to the central file if signed by the employee, the employee's supervisor and a Union representative. It is agreed that all employee documentation prior to this agreement is not subject to the terms of the agreement. Each employee shall provide the Employer with his current telephone number and address.

Section 2. Right of Inspection

Employees shall have the right to review the contents of their official personnel files as provided in the Illinois Personnel Record Review Act, 820 ILCS 40/0.01 et seq.

It is agreed that any material and/or matter not available for inspection, such as provided in Section 1, shall not be used in any manner or in any forum adverse to the employee's interest.

ARTICLE 8 DISCIPLINE AND DISCHARGE

Section 1. Employee Discipline

The Employer shall not discipline or discharge any post-probationary employee without just cause and shall not harass or discriminate against employees who grieve disciplinary actions imposed. The Employer further agrees that disciplinary action shall be in a timely fashion and shall recognize only that disciplinary action appropriately documented and filed in the employee's personnel files and not other working files maintained by other management staff. Any disciplinary action shall be considered timely, provided it occurs within fifteen (15) days of the conclusion of the Employer's investigation and review of the occurrence. By mutual written agreement the parties may extend the fifteen (15) day limit an additional ten (10) days.

Section 2. Corrective Discipline

The Employer agrees with the tenets of progressive and corrective discipline and that it shall be imposed only for just cause. The Union agrees that serious offenses may justify severe discipline without the necessity of prior warning or attempts at progressive or corrective discipline. The Employer's agreement to use progressive and corrective disciplinary action shall not prohibit the Employer from imposing discipline which is commensurate with the offense, up to and including discharge. It is agreed the following offences may result in immediate discharge, without pay and without progressive discipline:

1. Dishonesty involving the Village for economic gain;
2. Unauthorized use of a vehicle or equipment for personal use;
3. Theft of Village property;
4. Willful destruction of Village property in excess of \$300;
5. Violation during working hours or on Village property of any law or ordinance;
6. Any physical threat, violence or discriminatory/racial or epithet even once;
7. Viewing or showing any sexually explicit material at work;
8. Use or possession of any illegal substances;
9. The use or possession of open alcohol while at work, on Village premises or in Village vehicles.

Any employee charged with a criminal offense may be immediately suspended with pay pending a full investigation. Following such investigation, the employee may be terminated or reinstated at the discretion of the Village Administrator based on risk of harm to the community and/or Village. Discipline may be imposed pursuant to the following progressive steps of priority:

1. Oral warning with documentation of such filed in the employee's personnel file;
2. Written reprimand with copy of such maintained in the employee's personnel file if within one year of the infraction causing the oral warning;
3. Suspension without pay with documentation of such maintained in the employee's central personnel file; and,
4. Discharge with documentation of such maintained in the employee's central personnel file.

Prior to actual imposition of any discipline above written reprimand, the employee should be afforded an opportunity to discuss his views with the Village Administrator concerning the conduct causing such disciplinary action. Such discussion should take place as soon as practicable and not be unduly or unreasonably delayed, and the employee should be informed clearly and concisely of the basis for such action. Furthermore, the Village will advise the employee that he has the right to Union representation during any such discussion. Once the employee has requested Union representation, the Village will not proceed with the discussion

until the Union representative is present and has had the opportunity to meet with the employee.

Oral warnings and written reprimands shall remain part of the employee's file for a period not to exceed twelve (12) months from the date of said warning or reprimand.

Section 3. Manner of Discipline

The Employer shall do whatever acts necessary and reasonable, when imposing disciplinary action or counseling an employee, in order to avoid unnecessary embarrassment to the employee.

Section 4. Notice of Discipline

In the event disciplinary action above written is taken against an employee, the Employer shall promptly furnish written notice to the employee which shall state the reasons for such discipline. Copy of such written notice shall be maintained in the employee's central personnel file.

ARTICLE 9 GRIEVANCE PROCEDURE

Section 1.

A grievance is defined as any difference, complaint or dispute between the Employer and the Union or any employee regarding the application, meaning or interpretation of the expressed terms of this Agreement.

Section 2.

A grievance shall be processed in the following manner:

Step 1: The grievance shall be submitted to the Public Works Director, by the Union Representative, in writing within five (5) working days of the date the grievant knew, or should have known, of the violation. Both the Public Works Director and the Union Steward will date and time stamp the original written grievance. The written grievance shall specify the conduct alleged to be in violation of the Agreement and section(s) of the Agreement involved. The written grievance will also include a specific report from the Union Steward on the steps taken to resolve the issue prior to filing the grievance. The Public Works Director will have ten (10) working days to resolve the matter and render a written decision.

Step 2: A grievance not resolved at Step 1 may be appealed to the Village Administrator within ten (10) days of the occurrence of the written decision in Step 1. The Village Administrator shall attempt to adjust the matter and shall respond to the Union in writing within ten (10) working days after such discussion.

Step 3: A grievance not resolved at Step 2 may be appealed to the Village Board. The Village Board shall consider the appeal at its next regularly scheduled Village Board meeting at which it can add the item to the agenda.

Step 4: If the Union's grievance is not settled in accordance with Step 3, the Union may refer the grievance to binding arbitration within ten (10) working days after the receipt of the conclusion of Step 3. The parties shall attempt to agree upon an arbitrator within ten (10) working days after receipt of notice of referral and in the event the parties are unable to agree upon an arbitrator within said ten (10) working day period, the parties shall immediately jointly request the Federal Mediation and Conciliation Service to submit a panel of seven (7) arbitrators. Either party may

reject one (1) entire panel. Both the Employer and the Union shall have the right to strike three (3) names from the panel. One party shall strike the first name; the other party shall then strike the second name and continue until only one person remains and the remaining person shall be the arbitrator.

The order of striking shall be determined by a coin toss. The arbitrator shall be notified of his/her selection by a joint letter from the Employer and the Union requesting that he/she set a time and place, subject to the availability of the Employer and Union representatives. All arbitration hearings shall be held in Forsyth, Illinois unless the parties mutually agree otherwise.

The arbitrator shall act in a judicial, not a legislative capacity, and shall have no right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. The arbitrator shall only consider and make a decision with respect to the specific issue submitted and shall have no authority to make a decision on any other issue not submitted. In the event the arbitrator finds a violation of the terms of this Agreement, the arbitrator shall fashion an appropriate remedy. The arbitrator shall be without power to make a decision contrary to, or inconsistent with, or modifying, or varying in any way the application of laws and rules and regulations having the force and effect of the law and the arbitrator shall have no authority to modify, add to or subtract from this Agreement, to substitute his/her judgment or discretion for that of the Employer, or to vary the discipline given by the Employer. The decision shall be based solely upon the arbitrator's interpretation of the meaning or application of the express terms of this Agreement to the facts of the grievance presented. A decision rendered consistent with the terms of this Agreement shall be final and binding.

The fee expenses of the arbitrator and the cost of a written transcript (if requested by the Arbitrator or either party) shall be divided equally between the Employer and the Union; provided, however, that each party shall be responsible for compensating its own representatives and witnesses and purchasing its own copy of the written transcript if one is desired.

Section 3.

If the Employer does not answer a grievance or an appeal thereof within the specified time limits, the Union may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limit in each step may only be extended by mutual written agreement of the Employer and the Union representative involved in each step.

Section 4.

The investigation of grievance by the employee and Union representatives shall not be conducted during working hours unless absolutely necessary.

Section 5.

Working days for the purpose of this grievance article shall mean normal workdays between 7:00 a.m. and 3:30 p.m. Monday through Friday, excluding holidays.

Section 6.

The Union and the Employer may request the presence of witnesses and/or the production of specific documents, books or papers reasonably available from the Employer or Union, and substantially pertinent to a grievance under consideration. Such request shall not unreasonably be denied and when complied with shall be subject to applicable laws, rules and regulations governing the release of information contained in such material. All costs of reproduction of the above documents shall be borne equally by the parties requesting the documents.

ARTICLE 10 HOURS OF WORK

The work week shall be defined as Sunday through Saturday, with the normal work week consisting of 40 hours. Regular work hours are 7:00 a.m. to 3:30 p.m. with a 30-minute unpaid lunch, but Employer may adjust those hours if reasonable based on expected temperatures with a start time no earlier than 6:00 a.m. Scheduling for the work week shall routinely be 8-hour work days, Monday through Friday, however the Employer reserves the right to assign work on Saturday and/or Sunday. If an employee is assigned work on a Saturday and/or Sunday, the Employer shall provide as much advance notice as practical and said employee may receive reduced hours preceding the weekend to maintain a total of 40 hours for the entire work week. Weekend work shall be assigned by inverse seniority, with employees over 20 years of service only being assigned such work if no other employees are available to perform the work.

Nothing in this Article 10 shall prevent the Employer from requiring overtime work be performed in emergency situations and/or as deemed necessary by the Employer. Work in excess of forty (40) hours in a work week or eight (8) hours in a workday will be compensated at the rate of one and one-half (1 1/2) times their regular rate of pay.

Any full-time employee who is called back to work, such call back not being a continuation and immediately following the regular shift, shall be compensated at the rate of one and one-half (1 1/2) times the regular rate for a minimum of one (1) hour. In the case of a bona-fide emergency, a full-time employee who is called back to work which was not previously scheduled shall be compensated at the rate of one and one-half (1 1/2) times the regular rate for a minimum of two (2) hours. The Employer shall set the call back rotation in accordance with the overtime rotation as set forth below.

The Employer shall distribute overtime on a set rotation among employees who regularly perform the work in which overtime is needed within the position classification, except for snow removal work which Employer shall distribute based on availability. The rotation shall start with the most senior employee, who shall be permitted to decline the overtime, so long as a less senior and qualified employee takes the work. Each subsequent call for overtime shall start with the most senior qualified employee on the rotation list that did not previously perform the last offered overtime work. Said employees shall be permitted to decline the overtime, so long as a less senior and qualified employee takes the work during that work week.

ARTICLE 11 SENIORITY, LAYOFF AND RECALL

Section 1. Definition

As used herein, the term "seniority" shall refer to and be defined as the continuous length of employment from the date the employee is hired by The Village of Forsyth, excluding internships and/or seasonal work.

Section 2. Probationary Period

An employee is a "probationary employee" for his first six months of employment. No matter concerning the discipline, layoff or termination of a probationary employee shall be subject to the grievance and arbitration procedures. A probationary employee shall have no seniority except as otherwise provided in this Agreement, until he/she has completed the probationary period.

Upon the completion of the probationary period, he/she will acquire seniority from their original date of hire.

Each employee promoted to a classification with greater pay and responsibility shall satisfactorily complete a four-month probationary period before being granted permanent status in his new classification. Any employee who fails to satisfactorily complete such probationary period shall be returned to the pay and position he held immediately prior to his promotion or to a position with equal pay and responsibility.

Section 3. Seniority List

The Employer and the Union have agreed upon the initial seniority list setting forth the present seniority date of all employees covered by this Agreement and will be included in Appendix "A" of this Agreement. Disputes as to seniority shall be resolved through the grievance procedure.

Section 4. Termination of Seniority

An employee shall be terminated by the Employer and his seniority broken when he/she:

1. quits; or
2. is discharged for just cause; or
3. accepts gainful employment while on an approved leave of absence; or
4. is absent for three (3) consecutive days without notifying the Employer; or
5. fails to return to work at the conclusion of an approved leave of absence without approval of the Employer.

Section 5. Seniority While On Leave

Employees will not continue to accrue seniority credit for all time spent on authorized unpaid leave of absence.

Section 6. Layoff and Recall

Layoff

In the event the Employer determines a layoff is necessary for economic reasons or lack of work, employees shall be laid off in the inverse order of their seniority within each job classification.

Layoff Order

Probationary employees, temporary and part-time employees shall be laid off first; the full time employees shall be laid off in inverse order of their seniority within each job classification. No employee will be hired to perform or permitted to perform those duties normally performed by a bargaining unit employee while any bargaining unit member is on layoff status. Individual employees shall receive notice in writing of the layoff not less than fifteen (15) days prior to the effective date of such layoff.

Recall

Employees shall be recalled from layoff within each particular job classification and office according to seniority. No new employees at all shall be hired until all employees on layoff

desiring to work shall have been given the opportunity to return to work. Recall rights under this provision shall terminate twelve (12) months after layoff.

In the event of recall, eligible employees shall receive notice of recall by actual notice or by certified mail, return receipt requested. It is the responsibility of all employees eligible for recall to notify the Village of their current address. Upon receipt of the notice of recall, employees shall have five (5) working days to notify the Employer of their acceptance of the recall. The employee shall have five (5) working days thereafter to report to duty.

If layoff occurs pursuant to this Article, bargaining unit members affected shall be given the first option for any reduced hours normally allotted to part time employees in the department.

ARTICLE 12 HOLIDAYS

The following days shall be holidays for all Village employees:

1. New Year's Day (January 1)
2. Martin Luther King Day (3rd Monday in January)
3. President's Day (3rd Monday in February)
4. Good Friday (Friday before Easter)
5. Memorial Day (last Monday in May)
6. Independence Day (July 4th)
7. Labor Day (first Monday in September)
8. Veteran's Day (November 11)
9. Thanksgiving Day (4th Thursday in November)
10. Friday after Thanksgiving Day
11. Christmas Eve (December 24)
12. Christmas Day (December 25)

From time to time, on special occasions, the governing body may designate other days as special holidays.

When any regular holiday shall fall on a Saturday or Sunday, the preceding Friday or following Monday shall be declared a holiday.

Permanent, part-time employees shall be paid for observed holidays which fall on days for which they would otherwise be scheduled to work in an amount equal to the wages they would have earned according to the number of hours for which they would be scheduled to work on that day.

To be eligible to receive pay for an observed holiday, an employee must not have been absent without leave on the workday before and the workday after the holiday.

ARTICLE 13 VACATIONS

Vacation leave is on a calendar year basis (Jan. 1 - Dec. 31). At the beginning of January each

year, employees shall receive all of their appropriate vacation hours subject to the conditions stated herein. No employee shall be permitted to use vacation time for any period spent on unauthorized leave or participating in any work stoppage.

Section 1. Probationary Employees

All new full-time employees that are on probation and have not completed one (1) full year of service will receive the following prorated vacation leave, until said employee is eligible for vacation as set forth in Section 2:

	Jan. 1 - Mar. 31	Apr. - Jun. 30	Jul. 1 - Sep. 30	Oct. 1 - Dec. 31
Hours:	80%	60%	40%	20%
80	64	48	32	16

All new permanent part-time employees that are on probation and have not completed one (1) full year of service will receive the following prorated vacation leave until said employee is eligible for vacation as set forth in Section 3:

		Jan. 1 - Mar. 31	Apr. - Jun. 30	Jul. 1 - Sep. 30	Oct. 1 - Dec. 31
Scheduled work hours in a calendar	Based upon regular vacation hour	80%	60%	40%	20%
0 - 260	1	8	6	4	2
261 - 520	2	16	12	8	4
521 - 780	3	24	18	12	6
781 - 1040	4	32	24	16	8
1041 - 1300	5	40	30	20	10
1301 - 1560	6	48	36	24	12
1561 - 1820	7	56	42	28	14
1820 - 2079	7	63	47	32	16

Section 2. Full Time Employees

After one year of completed service working with the Village, employees shall receive vacation, as set forth in the table below, usable upon January 1 of the calendar year following the employee's completed service year.

Completed Years of Service:	Vacation Hours:
01-02	80
03-04	88
05-06	96
07-08	104
09-10	120
11-12	128
13-14	136
15-16	144
17-18	160
19-20	168
21-22	176
23-24	184
25 & over	200

Section 3. Part-Time Employees

After one year of completed service working with the Village, permanent part-time employees shall receive vacation, as set forth in the table below, usable upon January 1 of the calendar year following the employee's completed service year.

Completed Years of Service:	*0 - 260	*261 - 520	*521 - 780	*781 - 1040	*1041 - 1300	*1301 - 1560	*1561 - 1820	*1821 - 2079
01 - 02	10	20	30	40	50	60	70	79
03 - 04	11	22	33	44	55	66	77	87
05 - 06	12	24	36	48	60	72	84	95
07 - 08	13	26	39	52	65	78	91	103
09 - 10	15	30	45	60	75	90	105	119
11 - 12	16	32	48	64	80	96	112	127
13 - 14	17	34	51	68	85	102	119	135
15 - 16	18	36	54	72	90	108	126	143
17 - 18	20	40	60	80	100	120	140	159
19 - 20	21	42	63	84	105	126	147	167
21 - 22	22	44	66	88	110	132	154	175
23 - 24	23	46	69	92	115	138	161	183
25 & over	25	50	75	100	125	150	175	199

*Based on the number of hours that the employee is scheduled to work in a calendar year. Must complete one (1) full calendar year of service before receiving chart vacation hours.

Section 4. Vacation

A maximum of forty (40) hours of vacation may be carried forward from one calendar year to the next.. Employees will be permitted to use vacation leave in units of less than one day subject to approval of their supervisor. In case of conflict, vacation leave shall be granted on the basis of seniority.

Section 5. Holiday During Vacation

Paid holidays which occur during vacation leave are not counted as a day of vacation.

Section 6. Termination/Separation

Upon termination or separation from employment, an employee shall be compensated for accumulated unused vacation leave.

ARTICLE 14 SICK LEAVE

Section 1. Full-time Employees

All permanent full-time employees shall be entitled to sick leave pay with absences resulting from illness, injuries, accidents, or other physical incapacitation, occurring either on or off the job. No employee shall be permitted to use sick leave for any period spent on unauthorized leave or participating in any work stoppage.

Section 2. Amount of Sick Leave

Full-time employees shall receive twelve (12) sick days at the beginning of January each year or as outlined in the charts below if the employee has not completed one (1) full calendar year of

service.

Full-time employees who are new, on probation, and have not completed one (1) full calendar year of service shall receive the following sick leave:

* Actual sick hours to receive	Jan. 1 - Mar. 31	Apr. - Jun. 30	Jul. 1 - Sep. 30	Oct. 1 - Dec. 31
Hours:	80%	<u>60%</u>	<u>40%</u>	<u>20%</u>
96	77	58	38	19

Section 3. Accumulation of Sick Leave

No employee may accrue more than 120 days of sick leave. Accumulated sick leave shall not be reimbursable to the employee upon termination or separation from employment. Upon resignation or retirement an employee may apply his accrued sick leave toward his IMRF pension according to the rules and regulations of the plan.

Section 4. Using Sick leave

Any absence for a fraction or part of a day which is chargeable to sick leave shall be charged in increments of not less than .25 hours.

Section 5. Doctor's Certificate

A department head may require a signed statement from a physician or dentist verifying the employee's inability to perform assigned duties because of illness.

Section 6. Notification

To be eligible for sick paid leave an employee shall notify his immediate supervisor the reason for his absence no later than one hour before the beginning of the first work day for which sick leave is taken.

Section 7. Abuse of Sick Leave

An employee who improperly claims sick leave shall be subject to disciplinary action. including loss of pay or dismissal.

Section 8. Sick Leave Usage for Care of Immediate Family

Employees may use sick leave to care for said employee's child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, stepparent or significant other. For purposes of this section, Employees may use sick leave to care for a significant other if Employee and said significant other have been cohabitating for a period of not less than six (6) months. Village shall have the right to request documentation evidencing cohabitation.

ARTICLE 15 PERSONAL DAYS

Personal Days: All full-time and permanent part-time employees who are not on probation and who have completed one (1) full year of service shall be entitled to sixteen (16) personal hours per calendar year, which will not accrue from year to year. Upon termination or separation from

employment, an employee shall be compensated for unused personal days.

Full-time employees who are new, on probation and have not completed one (1) full calendar year of service are eligible to receive personal business leave in accordance with the following schedule:

* Actual personal hours to receive	Jan. 1 - Mar. 31	Apr. - Jun. 30	Jul. 1 - Sep. 30	Oct. 1 - Dec. 31
Hours:	80%	60%	40%	20%
16	13	10	6	3
* Must complete one (1) calendar year of service before receiving sixteen (16) hours.				

Permanent part-time employees who are not on probation and who have completed one (1) full calendar year of service shall receive personal leave in accordance with the following schedule:

* Scheduled hours per calendar year	Scheduled hours per year ÷ 52	Scheduled hours per week ÷ 5	Personal days in hours x2	Actual personal hours to receive
0 - 260	5	1	2	2
261 - 520	10	2	4	4
521 - 780	15	3	6	6
781 - 1040	20	4	8	8
1041 - 1300	25	5	10	10
1301 - 1560	30	6	12	12
1561 - 1820	35	7	14	14
1820 - 2079	40	8	16	16
*Based on the number of hours scheduled to work in a calendar year.				

Permanent part-time employees who are new, on probation and have not completed one (1) full calendar year of service are eligible to receive personal business leave in accordance with the following schedule:

				Jan. 1 - Mar. 31 Actual personal hours	Apr. 1 - Jun. 30 Actual personal hours to receive	Jul. 1 - Sep. 30 Actual personal hours to receive	Oct. 1 - Dec. 31 Actual personal hours to receive
* Scheduled hours per calendar year	Scheduled hours per year ÷ 52	Scheduled hours per week ÷ 5	Personal days in hours x2	80%	60%	40%	20%
0 - 260	5	1	2	2	1	1	0
261 - 520	10	2	4	3	2	2	1
521 - 780	15	3	6	5	4	2	1
781 - 1040	20	4	8	6	5	3	2
1041 - 1300	25	5	10	8	6	4	2
1301 - 1560	30	6	12	10	7	5	2
1561 - 1820	35	7	14	11	8	6	3
1820 - 2079	40	8	16	13	10	6	3
* Based on the number of hours scheduled to work in a calendar year.							

Personal business leave shall not be taken in increments of less than one-quarter of an hour (0.25) hour.

ARTICLE 16 FUNERAL LEAVE

An employee shall be allowed time off not to exceed three (3) working days when his presence is reasonably required to be with his immediate family on account of death in his immediate family. This leave shall be with pay but shall not be granted until the employee has one (1) year of continuous service in the employment of the Village.

Immediate family for the purposes of this Article include only:

1. Spouse or significant other, Children, Grandchildren;
2. Parents or Step-parents of the Employee or the Employee's Spouse or significant other;
3. Grandmother or Grandfather of the Employee or the Employee's Spouse or significant other;
4. Brother and Sister of the Employee;
5. Aunt and Uncle of the Employee.

For purposes of funeral leave in this section, Employee and said significant other shall have been cohabitating for a period of not less than six (6) months. Village shall have the right to request documentation evidencing cohabitation.

ARTICLE 17 LEAVES OF ABSENCE

Section 1. Civil Leave with Pay

An employee shall be given reasonable and necessary time off without loss of pay when: (1) performing jury duty; (2) appearing in court as a witness in answer to a subpoena in a suit in connection with his duties with the Employer; (3) performing emergency civilian duty in connection with national defense; and (4) voting when the polls are not open at least two hours before or after the employee's scheduled hours of work. An employee shall reimburse the Village for jury duty compensation paid by the court.

Section 2. Civil Leave without Pay

If an employee is involved in court as a party or witness in a suit not connected with his duties with the Village, he/she may be granted leave without pay unless the employee elects to utilize any available vacation leave.

Section 3. Meetings, Seminars

An employee may be granted leave with pay to attend meetings and seminars and conventions of professional and technical organizations when such attendance is properly authorized by the Public Works Director,

Section 4. Unpaid leave of Absence

An employee, upon written request, and with the approval of his department head, may be granted a leave of absence without pay subject to prior approval by the Village Administrator.

An employee requesting any leave shall provide as much advance notice as possible to his department head.

Section 5. Family and Medical Leave Act

Employees covered by this Agreement shall be entitled to the rights set forth in the Family and Medical Leave Act of 1993.

ARTICLE 18 HEALTH INSURANCE

All provisions on health insurance under this Article 18 shall be contingent on the requirements of the law. To the extent the law ever counters any provision herein, the law shall be followed by providing notice to the Union and without need to amend this Agreement.

All full-time employees shall be eligible for group medical and hospital insurance following completion of the term required by the insurer.

The Village shall pay the full premium for employee medical and hospital insurance coverage. For the dependents of an employee, the Village shall pay 75% of said premium. The Union recognizes the uncertainty and limitations of the employer to control the increasing cost of coverage for such a small group.

All full-time employees shall be eligible for employee vision and dental coverage following completion of the term required by the insurer.

The Village shall pay the full premium for employee vision and dental insurance coverage. For the dependents of an employee, the Village shall not pay any portion of the premium.

All costs for individual or family medical and hospital insurance shall be paid by the employee during the period the employee is on extended unpaid leave, on unauthorized leave or participating in any work stoppage.

Individual and family medical and hospital insurance coverage may be extended for a temporarily disabled employee drawing worker's compensation. The employee's share of the cost shall be deducted from any compensation due the employee in addition to worker's compensation payments. In the event no additional compensation is due, insurance may be extended at the option of the employer.

No employee shall be entitled to a cash payment of any kind in lieu of Health Insurance.

The health insurance provided shall be similar in nature as the previous year, unless there is a raise in premiums in excess of 17% from the previous year, for a plan similar in nature. If there is a raise in premiums in excess of 17% from the previous year, the parties shall agree to

renegotiate the health coverage provided and any previous coverage shall not be considered past practice.

ARTICLE 19 WAGES

The employees covered by this Agreement will receive an hourly wage based on the scale for their job classification in Appendix C. Employees covered by this Agreement shall be entitled to earn Incentive Pay as described in Appendix D.

ARTICLE 20 SUBCONTRACTING

It is the general policy of the Employer to continue to utilize employees to perform work they are qualified to perform. However, the Employer reserves the right to contract out any work it deems necessary in the interests of efficiency, economy, and improved work product or emergency. No employee shall be laid off due to subcontracting except as otherwise may be required pursuant to the budget constraints of the Village.

ARTICLE 21 DRUG & ALCOHOL POLICY

No employee shall be in possession of or under the influence of alcohol and/or unauthorized, banned substances (as defined herein) while on duty.

Employees shall report to their supervisors any impairment or adverse side effects of authorized medications which they are taking. Any employee shall be subject to testing when there is a reasonable suspicion that the employee is under the influence of alcohol and/or using an unauthorized or banned substance. Employees shall be subject to random, "reasonable suspicion" testing and/or return-to-work drug and alcohol testing.

(1) POLICY DEFINITIONS

Persons Subject to Testing: Employees who are currently employed.

Banned Substances: Those substances identified in the Illinois Controlled Substances Act, 720 ILCS 570/100 et seq., cannabis, undocumented over-the-counter or prescription medicines to be determined by Employer, alcohol and alcohol use while at work or on duty.

Employer: Village of Forsyth

GC/MS: Gas Chromatography/Mass Spectrometry Technique

SAMHSA: Substance Abuse and Mental Health Services Administration.

Overnight Express: A mailing service that will provide delivery specimens and results to designated locations within twenty-four {24} hours.

Tampering with or Adulterating the Specimen: To interfere with, meddle with, etc., so as to damage, to alter, to make not quite genuine.

Union: Laborers' International Union of North America, Downstate Illinois Laborers' District Council, Laborers' Local 159.

(2) RESPONSIBILITIES

- a) Employer is responsible for the implementation and costs of this program.
- b) Employer is responsible for the administration, audit and review of this program.
- c) Employer and the Union are responsible for the selection of a laboratory testing facility. laboratories will be licensed by the State of Illinois, Department of Public Health.
- d) The fee for testing persons subject to testing shall be paid by Employer.
- e) Test kits will be approved by Employer, through consultation with the Union and such test kits will be standardized. Purchasing specimen kits will be the responsibility of Employer. Distribution of the specimen kits will be done by the approved testing facility.

Collection site kits must be maintained as specified in the paragraph above unless an outside Administrator is retained by the approved testing facility, which will then be responsible for purchasing, distribution and maintenance of collection site kits at all designated facilities.

(3) REASONABLE SUSPICION

Reasonable suspicion exists if certain objective facts and circumstances warrant rational inferences that a person may be under the influence of alcohol or a banned substance. Illustrative, but no all-inclusive criteria of reasonable suspicion are (generally, a person under the influence exhibits a combination of such criteria).

- a) Any abnormal conduct or erratic behavior, a dramatic decline in work performance, excessive sick time usage.
- b) Information provided by reliable and credible sources, which is independently corroborated.
- c) Observation, such as direct observation of use and/or physical symptoms of being under the influence of alcohol or banned substances.
- d) Difficulty walking, slurred speech, needle marks, glazed stare.
- e) Possession of alcohol or a banned substance.

If a supervisor believes there is reasonable suspicion that an employee is under the influence of alcohol or a banned substance, the employee will be notified that blood alcohol content (BAC) and/or urine specimen will be required. The Supervisor's reasons for requesting a "reasonable suspicion" test shall be contemporaneously documented, and once confirmed as provided below, and provided the employee signs a written release, the confirmatory documentation shall be made available to the employee's bargaining agent. A bargaining unit employee may request a union representative to be present at the time of testing if the bargaining agent is at the job site, prior to the employee being escorted to the "drawing" facility, in a reasonable period of time. This period should not exceed one-half (1/2) hour in length. If the bargaining agent is present, the agent will have time, not to exceed one-half (1/2) hour, to privately confer with the employee.

- a) The employee shall sign a release and consent authorization form for the alcohol/drug testing and information release to Employer and if the employee desires, to the Union.
- b) An employee's refusal to sign a release and consent authorization form and/or refusal to take the alcohol/drug test shall be treated the same as a positive result and will result in discharge of the employee.
- c) Chain-of-custody documentation for the specimen shall be maintained by the doctor, collection facility and/or laboratory from collection to analysis to destruction. A copy of all test results shall be forwarded to the Employer, marked "Confidential", sealed and confidentially maintained.
- d) The specimen will be tested by an Employer/Union-approved and qualified laboratory which has technical expertise and proficiency in blood alcohol testing and Urinalysis in accordance with Section (2)(C) of this policy. A positive test reading will automatically call for a follow-up confirmation test using (GC/MS) technique. The following cut-off levels will be utilized. Except in respect to alcohol, levels below those listed will be considered negative results. They shall be reported to the employee as such, and shall not be retained in the employee's file.

	INITIAL DRUG SCREEN	CONFIRMATION TEST (GC/MS)
Amphetamines	1000 ng/ml	500 ng/ml
Barbiturates	300 ng/ml	150 ng/ml
Benzodiazepines	300 ng/ml	300 ng/ml
Cocaine	300 ng/ml	150 ng/ml
Marijuana	100 ng/ml	15 ng/ml

Methadone	300 ng/ml	150 ng/ml
Methaqualone	300 ng/ml	300 ng/ml
Opiates	300 ng/ml	300 ng/ml
Phencyclidine ("PCP")		
Emit	75 ng/ml	
RIA	25 ng/ml	25 ng/ml

The following minimum level will be used for blood alcohol content (BAG) tests: Alcohol .02% blood (grams per deciliter) (see alcohol testing).

The employee will be escorted by the supervisor (and the Union representative, if available) to the agreed upon collection facility where a blood alcohol content (BAC) and/or urine specimen will be taken by a medical professional only. The supervisor should document reasons for suspicion prior to or simultaneously with requesting the alcohol/drug test. Provided a written release is then signed by the employee, a copy of the same shall be provided to the Union representative at the time of the request for testing. If a written release has been signed by the employee, confirmatory documentation shall be made available to the employee's bargaining agent within a reasonable period of time, not to exceed three (3) working days. The collection facility staff will secure the BAG and/or urine specimen in the sealed containers provided by the facility. Unless an outside contract administrator is retained by the Employer, the supervisor is to inspect the BAC/urine specimen kit to ensure that the seal has not been broken. Should the seal be broken or tampered with in any way, the supervisor will ask the collection facility to use one of their own specimen kits. Chain-of-custody documentation will be kept by the collection facility. The collection facility personnel, after securing the specimen, will seal the container(s) and transport it/them by overnight express to the Facility-designated laboratory.

Should an occasion arise where a supervisor is short-handed and has no other personnel to assist in escorting an employee to the collection agency for alcohol/drug tests, when there is reasonable suspicion, the employee, during the employee's regular work hours, will be required to stay in the work area until the employee can be escorted to the collection facility for the alcohol/drug tests. The employee may be required to stay in the work area for up to an additional two (2) hours after regular work hours (considered overtime) under the circumstances described above, as such is necessary to obtain a proper testing result. If an employee leaves the premises after being advised by the supervisor of the above, it shall be considered as insubordination, and as if the employee had refused to submit to the test, which is a violation of this policy. The violation shall be considered to be "just cause" and treated in the same manner as a positive test result.

Upon completion of the test, the employee shall be transported to the employee's residence. Under no circumstances shall an employee suspected of being under the influence of alcohol or using drugs be allowed to leave the work site or the test site driving the employee's own or an Employer vehicle.

The employee shall remain in paid status until the results are received. If the test is confirmed positive, the employee will be notified by the Medical Review Officer (MRO) and will be given the opportunity to present evidence and/or information that the positive test result was caused by prescribed or over-the-counter drugs, or that special circumstances may have affected the test results. All relevant information shall be forwarded by the employee directly to the MRO, marked "Confidential".

Information regarding attempts to tamper with or adulterate the specimen, along with other pertinent information shall also be forwarded to the Employer.

(4) ALCOHOL TESTING

Testing for blood alcohol content (BAC) will be required using evidential breath testing (EST) devices approved by the National Highway Traffic Safety Administration.

ALCOHOL TESTING RESULTS

SCREENING TEST

0.02% or greater= positive

Greater than or equal to 0.02%, confirmation test required.

CONFIRMATION TEST

0.02% or greater = positive test result, warranting disciplinary action pursuant to this Article.

(5) DRUG TESTING

Testing for drugs (as specified above) will be conducted using urinalysis. These samples are to be tested by an approved Substance Abuse and Mental Health Services Administration (SAMHSA) laboratory. Testing will be for evidence of marijuana, phencyclidine (PCP), opiate, amphetamine or cocaine use. A medical review officer (MRO) mutually selected by Employer and the Union will review all positive results and after being confirmed the information will then be forwarded to the Employer. Any employee testing positive for drugs will be disciplined according to Employer policy.

(6) POST-ACCIDENT/INCIDENT

Post-accident drug/alcohol testing will be required. Whenever an employee is involved in an accident, during work hours each employee involved in the accident will be required to be tested as follows:

- a) Fatal Accidents:
Any time the accident involves the loss of a human life.
- b) Non-Fatal Accidents:
Any time the employee receives a citation under state or local law or

personal injury or damage to property is involved. Testing must be done as soon as possible following the accident: within two (2) hours for alcohol testing and within twenty-four (24) hours for drug testing.

Reasonable suspicion may also be used if applicable to post-accident situations.

(7) RANDOM TESTING

Beginning sixty (60) days following ratification, once each month a number of employees (up to ten (10) percent of the workforce) may be randomly selected for drug/alcohol testing.

(8) DISCIPLINARY ACTION FOR POSITIVE TEST RESULTS

Violations of this policy will be considered "just cause". If, as a result of the investigation and/or pre-disciplinary hearing, a violation of this policy has occurred, the discipline shall result in termination of the employee.

(9) TEST RESULTS

All test results and related documentation will be treated confidentially and shall not be utilized by the Employer for any purpose other than employment-related matters.

No test results shall be released to any other agency or to prospective employers of the employee, nor shall test results be released to any law enforcement agency, except pursuant to lawful subpoena or court order.

ARTICLE 22 VEHICLE & EQUIPMENT USE POLICY

The following policy and procedures shall apply to the use of all equipment and vehicles owned and used by the Village of Forsyth (hereinafter collectively referred to as "Village Vehicles"), as follows:

1. Employees utilizing Village Vehicles must have the appropriate state required class of license for the vehicle operated. Beginning on January 1, 2021, all new Village employees covered by this Agreement shall have or obtain a Commercial Driver's License (CDL) before the end of their probationary period. The Village will provide the vehicle necessary for testing if applicable.
2. Use of Village Vehicles for personal use or purposes is prohibited.
3. Drivers of Village Vehicles must drive responsibly at all times and follow all traffic regulations, including the speed limit, and other applicable laws.
4. Upon returning a Village Vehicle from use, all trash and personal belongings should be removed from the vehicle.
5. Any maintenance needs to a Village Vehicle must be reported immediately to the department head.

6. Any and all accidents or damage to a Village Vehicle must be reported immediately to the department head and handled in accordance with the law.
7. Employees may not keep copies of the keys of a Village Vehicle in their possession. All keys must be returned to the location designated by the department head immediately upon return.
8. All passengers must be seated and in their seat belts at all times while a Village Vehicle is moving. There may not be more passengers in any Village Vehicle than the number of seatbelts in the vehicle.
9. No Village Vehicle may be taken out of the municipal limits of the Village, or the corporate limits of the City of Decatur, without the express verbal permission of the Public Works Director.
10. Smoking, eating and drinking is prohibited at all times in any Village Vehicle.
11. Unattended Village Vehicles must be locked at all times to prevent theft of Village and/or personal property.
12. All employees must submit to a drug and alcohol test after an accident involving a Village Vehicle in accordance with the Village's Drug & Alcohol Policy.
13. Employees who use hand-held cellular phones should refrain from making or receiving calls while driving. If an employee needs to make or receive a phone call related to Village business while driving, the employee should make sure the vehicle is stopped and that he or she is parked in a proper parking area for the call. Employees who use hands-free telephones must keep conversations relating to Village business brief while driving, and must stop the vehicle and park in a proper parking area if the conversation becomes involved, traffic is heavy, or road conditions are poor.
14. Employees are responsible for all traffic tickets and other citations issued in the course of using a Village Vehicle. Any citations issued should be immediately reported to the department head.
15. Employees who are found to have violated this policy may be subject to disciplinary action up to and including termination from employment.
16. It is understood the employer reserves the right to collect statistical data on mileage and fuel purchases with a written thirty (30) day advance notice to the union.

ARTICLE 23 EMPLOYEE CLOTHING ALLOWANCE

The following standard issue equipment shall be furnished by the Village:

- 5 short-sleeve 5 long-sleeve shirts 5 workpants replaced on an as needed basis at the discretion of the Public Works Director with former clothing being turned in.
- Employee shall be allowed a boot allowance \$200. Boots may be replaced on an as needed basis but not to exceed \$200 per request. A second pair of older or replacement

boots shall be kept at the place of employment for emergency situations (i.e. working with asphalt).

- 1 winter coat reflective for safety.

ARTICLE 24 SAVINGS CLAUSE

If any Article or Section of this Agreement or any addendum thereto shall be held invalid by operation of law or by a tribunal of competent jurisdiction, or if compliance with or enforcement of any Article or Section should be restrained by such tribunal, the remainder of the Agreement and addendum shall not be affected thereby, and the parties shall immediately negotiate a substitute for the invalidated Article, Section or portion thereof.

ARTICLE 25 BEGINNING AND DURATION OF AGREEMENT

This Agreement shall be in full force and effect from January 1, 2025, until December 31, 2030 and shall automatically continue from year to year thereafter. Either party desiring change or modification in the same shall notify the other party in writing at least one hundred twenty (120) days prior to the expiration of this Agreement. Such other party must grant a meeting to the party desiring change within thirty (30) days after such notification.

For the Village of Forsyth: _____ Village Administrator Date: _____ _____ Mayor Date: _____ ATTEST: _____ Village Clerk Date: _____	For the Union: _____ Josh McElravy, Business Manager Laborers' Local 159 Date: _____
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**APPENDIX A
SENIORITY LIST**

Employee	Hire Date	Years Of Service
Dunn	03/08/1987	38
Mentzer	10/31/2022	3
Barnett	10/23/2023	2
J Daniels	12/22/2023	1 (2 in December)
Fitzpatrick	12/28/2023	1 (2 in December)
S Daniels	04/08/2024	1
Bowers	04/22/2024	1

APPENDIX B
CHECK-OFF AUTHORIZATION AND ASSIGNMENT
LABORERS INTERNATIONAL UNION OF NORTH AMERICA LOCAL #159
2293 E. LOGAN ST. DECATUR, ILLINOIS 62526

I, _____, do hereby authorize my employer, Village of Forsyth, to deduct from my wages each week that I am working under the jurisdiction of the Laborers Union #159 the following amounts until my Initiation Fee of \$100.00 is paid in full.

1st Week.....\$25.00 2nd Week.....\$25.00
 3rd Week.....\$25.00 4th Week.....\$25.00

After my Initiation Fee of \$100.00 is paid in full, I authorize my employer to deduct \$41.00 per month for Dues from my wages each month, to be withheld the first week of each month. Should any employee fail to earn any wages for a given month, it shall be the responsibility of the employee to pay his dues for that month at the Union Office to maintain his Union Membership.

I understood that my employer will turn all money that he holds out of my check over to the Laborers Local #159 by the 15th day of the following month covering the hours worked the previous month, and that Laborers Local #159 will issue an official receipt to cover money that they receive, and give same to employer, who will deliver same to me.

This authorization shall be effective for a period of one (1) year or the expiration date of the current agreement, whichever first occurs, and shall automatically renew for subsequent contract terms of successive annual periods, thereafter, whichever first occurs, unless written notice is served upon the employer and the Union by the signatory hereto thirty (30) days prior to expiration of any term, if desired to termination this authorization.

Dues, fees, contributions, or gifts to the local Union 159 are not deductible as charitable contributions for federal income tax purposes. Dues and fees paid to Local Union 159, however, may qualify as business expenses and may be deducted as an "unreimbursed employees expenses," one of the miscellaneous job expenses that are deductive on Schedule A; Itemized Deductions of Form 1040.

 Print Name

 Address

 Social Security Number

 City State Zip

 Birth Date

 Telephone Number

 Signature Date

 Email Address

APPENDIX C WAGE TABLE

<u>Completed Years Of Service As Of</u>	<u>1/1/2026</u>	<u>1/1/2027</u>	<u>1/1/2028</u>	<u>1/1/2029</u>	<u>1/1/2030</u>
35 or more years	\$ 34.44	\$ 35.82	\$ 37.25	\$ 38.74	\$ 40.29
30-34 years	\$ 32.63	\$ 33.94	\$ 35.30	\$ 36.71	\$ 38.18
25-29 years	\$ 31.04	\$ 32.28	\$ 33.57	\$ 34.91	\$ 36.31
20-24 years	\$ 29.43	\$ 30.61	\$ 31.83	\$ 33.10	\$ 34.43
15-19 years	\$ 27.85	\$ 28.97	\$ 30.13	\$ 31.33	\$ 32.59
10-14 years	\$ 26.26	\$ 27.31	\$ 28.40	\$ 29.54	\$ 30.72
5-9 years	\$ 24.65	\$ 25.64	\$ 26.67	\$ 27.74	\$ 28.85
less than 5 years	\$ 23.06	\$ 23.98	\$ 24.94	\$ 25.94	\$ 26.98

**APPENDIX D
INCENTIVE PAY**

INCENTIVE PAY CRITERIA:		Additional Pay Per Hour
Illinois CDL B License With Air Brake Endorsement 1		\$1.50
Il. Department Of Agriculture Equipment Operator Certification for Mosquito Spraying 1		\$0.25
Ability To Operate Sewer Jet And Vacuum Equipment 2		\$0.25
Illinois EPA Class A Drinking Water Operator License 3		\$2.50
Illinois EPA Class A Drinking Water Operator-In-Training (OIT) Certificate 4		\$2.00
Illinois EPA Class B Drinking Water Operator License 3		\$1.50
Illinois EPA Class B Drinking Water Operator-In-Training (OIT) Certificate 4		\$1.00
Illinois EPA Class C Drinking Water Operator License 3		\$0.75
Illinois EPA Class C Drinking Water Operator-In-Training (OIT) Certificate 4		\$0.50
Illinois EPA Class D Drinking Water Operator License 3		\$0.25
Notes: 1 Upon successful course completion with passing grade, passing performance evaluation, and issued license. 2 Upon satisfactory performance evaluation of safety and operation of the equipment and all its uses. 3 Completion of required water operating hours and an issued IEPA license. 4 Successful passing of IEPA test, issued "Operator in Training" OIT Certificate. Drinking Water Operator Licenses shall not be cumulative, but instead, additional pay will be based on the highest achieved license by the employee (e.g. an employee holding a Class D and Class C Drinking Water Operator License would ear \$0.75 per hour in additional pay).		

THE VILLAGE OF FORSYTH

MACON COUNTY, ILLINOIS

ORDINANCE
NUMBER 2025-____

**AN ORDINANCE APPROVING A COLLECTIVE BARGAINING AGREEMENT
BETWEEN THE VILLAGE AND THE LABORERS' LOCAL 159**

JIM PECK, Mayor
CHERYL MARTY, Village Clerk

JIM ASHBY
JEFF LONDON
CHELSIE KIDD
JEREMY SHAW
DAVID WENDT
LAUREN YOUNG

Village Trustees

Published in pamphlet form by authority of the Mayor and Board of Trustees of the Village of Forsyth
on _____, 2025

Sorling Northrup. – 1 North Old State Capitol Plaza, Suite 200, Springfield, IL 62701

ORDINANCE NO. 2025-____

**AN ORDINANCE APPROVING A COLLECTIVE BARGAINING AGREEMENT
BETWEEN THE VILLAGE AND THE LABORERS' LOCAL 159**

WHEREAS, the Village of Forsyth, Macon County, State of Illinois, is a duly organized and existing municipality operating under and pursuant to the Illinois Municipal Code; and

WHEREAS, the public works employees of the Village are currently the part of a collective bargaining unit known as the Laborers' Local 159; and

WHEREAS, the collective bargaining agreement between the Village and the Laborers' Local 159 expires on December 31, 2025; and

WHEREAS, the parties have worked to negotiate a new collective bargaining agreement, attached hereto as **Exhibit A**, to be effective on January 1, 2026 through December 31, 2030; and

WHEREAS, the corporate authorities of the Village believe it is in the best interests of the Village to approve the new negotiated collective bargaining agreement.

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

Section 1. Recitals. The foregoing recitals shall be and are hereby incorporated into and made a part of this Ordinance as if fully set forth in this Section 1.

Section 2. Collective Bargaining Agreement. The Village Board of Trustees hereby approve the Collective Bargaining Agreement between the Village and the Laborers' Local 159 effective January 1, 2026 through December 31, 2030, attached hereto as **Exhibit A**, and authorizes the Village Mayor and Village Administrator to execute same.

Section 3. Severability. In the event a court of competent jurisdiction finds this ordinance or any provision hereof to be invalid or unenforceable as applied, such finding shall not affect the validity of the remaining provisions of this ordinance and the application thereof to the greatest extent permitted by law.

Section 4. Repeal and Savings Clause. All ordinances or parts of ordinances in conflict herewith are hereby repealed; provided, however, that nothing herein contained shall affect any rights, actions, or causes of action which shall have accrued to the Village of Forsyth prior to the effective date of this ordinance.

Section 5. Effective Date. The clerk is directed by the corporate authorities to publish this Ordinance in pamphlet form. This Ordinance shall be in full force and effect after its passage and publication in accordance with 65 ILCS 5/1-2-4.

SO ORDAINED this _____ day of _____ 2025, at Forsyth, Macon County, Illinois.

	YES	NO	ABSENT	PRESENT
ASHBY				
KIDD				
LONDON				
SHAW				
WENDT				
YOUNG				
PECK				
TOTAL				

VILLAGE OF FORSYTH

Jim Peck, Village Mayor

Attest:

Cheryl Marty, Village Clerk

EXHIBIT A
COLLECTIVE BARGAINING AGREEMENT

COLLECTIVE BARGAINING AGREEMENT
BETWEEN
THE VILLAGE OF FORSYTH, ILLINOIS
AND
LABORERS' INTERNATIONAL UNION OF
NORTH AMERICA,
DOWNSTATE ILLINOIS LABORERS' DISTRICT COUNCIL,
LABORERS' LOCAL 159

January 1, 2026 through December 31, 2030

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This Agreement is entered into between the Laborers' International Union of North America, Downstate Illinois Laborers' District Council, and Laborers' Local 159, hereinafter referred to as the "Union" and the Village of Forsyth, Illinois, hereinafter referred to as the "Employer".

ARTICLE 1 RECOGNITION - NEW CLASSIFICATION

Section 1. Recognition

The Employer recognizes the Laborers' International Union of North America as the sole and exclusive bargaining representative in all matters concerning and pertaining to rates of pay, salaries, hours of employment and other conditions of employment for the following employees employed by The Village of Forsyth, as certified by the Illinois State Labor Relations Board, Case No. S-RC-12-062 and amended hereafter:

Included: All permanent full-time and part-time employees of the Village of Forsyth in the following classifications: Public Works Technician.

Excluded: All supervisory, managerial and confidential employees as defined by the Illinois Public Labor Relations Act. All employees classified as temporary, seasonal or as weekend water plant operators by the Employer.

Each position in the bargaining unit shall, on the basis of the duties, responsibilities, skills, experience, education and training required of the position, be allocated to an appropriate class, which may include either a singular position or two or more positions.

Each class shall have a specification that includes a concise descriptive title, a description of the duties and responsibilities of positions in the class and a statement of the qualifications for filling such positions. Such specifications shall be approved by the Village Administrator. Each job classification shall be assigned to an appropriate range in a pay plan, which has been approved by the Village Governing Body.

Section 2. New Classifications

The Employer shall notify the Union within thirty-one (31) days of its decision to implement any and all new classifications pertaining to work of a nature performed by employees within the bargaining unit. If the new classification is a successor title to a classification covered by this Agreement and the job duties are not significantly altered or changed, the new classification shall automatically become a part of this Agreement and the parties shall jointly file the appropriate petition for accretion with the State of Illinois Labor Relations Board.

ARTICLE 2 UNION RIGHTS

Section 1. Union Access

Union representatives shall have access to the premises of the Employer in order to help resolve a serious dispute or issue involving the terms of this agreement, as they relate to Public Works activities.

Section 2. Leave Without Pay to Attend Union Meetings

A maximum of one (1) employee may request a leave of absence without pay to attend Union

functions, so long as it does not unreasonably interfere with the Employer operations. Such requests must be in writing at least ten (10) working days prior to the requested leave of absence and shall not be compensated for by the Employer. Leaves of absence for any one (1) employee will be limited to 5 days per calendar year for union meetings.

Section 3. Required Union Activity

Employees shall be allowed necessary and reasonable time during working hours to attend grievance hearings, labor/management meetings and other necessary and reasonable activities so long as they have been established by this Agreement, and/or other meetings called or agreed to by the Employer. If said employees are entitled or required to attend such by virtue of their status as grievant or witnesses thereto, or as designated representatives of the Union requested to assist such grievant during appropriate grievance procedures, it is understood and agreed that the Employer possesses the right and authority to limit the length and time for employees' attendance to minimize disruption of normal village activities in accordance with maintaining the regularly scheduled work hours or day (e.g., 8 hours).

The Union shall appoint a steward who shall, in conjunction with the Business Manager, when necessary, deal directly with the Employer on all matters involving the interpretation and enforcement of this Agreement. There shall be no reduction of pay from a grievant and/or steward when directly involved in meetings with management during working hours. During any grievance or arbitration hearing, employees involved in the grievance shall not lose any pay when required to be present during working hours.

It is further agreed the Union will appoint a maximum of one (1) Steward.

Section 4. Bulletin Boards

The Employer shall make available space on bulletin boards for the posting of official Union notices of a non-political, non-inflammatory nature.

ARTICLE 3 MANAGEMENT RIGHTS

It is understood and agreed that the Employer possesses the sole right and authority to operate and direct the employees and its various departments in all matters including, but not limited to, rights and authority exercised by the Employer prior to the execution of this Agreement, except as modified in this Agreement. These rights include, but are not limited to:

1. The right to determine its mission, policies, and to set forth all standards of service offered to the public;
2. To plan, direct, control and determine the operations or services to be conducted by employees of the Employer;
3. To determine the methods, means, number of personnel needed to carry out the Employer's mission; including the hiring of seasonal and temporary workers;
4. To direct the work force;
5. To hire and assign or to transfer employees;

6. To promote, suspend, discipline or discharge for just cause;
7. To layoff or relieve employees due to lack of work or funds or for other legitimate reasons;
8. To make, publish and enforce reasonable rules and regulations;
9. To introduce new or improved methods, equipment or facilities;
10. To contract out goods and services and enter into mutual aid agreements;
11. To institute time keeping systems for employees, such as punch clocks, and to utilize reasonable productivity and security mechanisms, such as GPS systems on Village vehicles;
12. To take any and all actions as may be necessary to carry out the mission of the Employer in situations of a civil emergency as may be declared by the Employer.

To the extent not expressly provided for in this Agreement, the operations of the Employer shall be left to the sole exclusive discretion of the Employer.

ARTICLE 4 UNION SECURITY

Section 1. Deductions

The Employer agrees to deduct from the pay of those employees who the Union notifies the Employer have individually requested any or all of: Union dues, assessments, or fees.

Employer will remit such deductions monthly to the Union with an itemized list containing identifying information, i.e., name, social security number, amount of deduction.

Authorized deductions shall be irrevocable except in accordance with the terms under which an employee voluntarily authorized said deductions and the laws of the State of Illinois.

Section 2. Indemnification

The Union shall indemnify, defend and hold the Employer harmless against any claim, demands, suit or liability arising from any action taken by the Employer in complying with this Article.

ARTICLE 5 NON-DISCRIMINATION

Section 1. Prohibition Against Discrimination

The Employer and the Union shall not discriminate against any employee covered by this Agreement in a manner which would violate any applicable laws regarding race, age, disability, sex, religion, national origin, or politics.

Section 2. Union Activity/Membership

The Employer and the Union agree that no employee shall be discriminated against, intimidated, restrained or coerced in the exercise of any rights granted by the Illinois Public Labor Relations Act or by this Agreement, on account of their membership or non-membership or status in, or lawful activities on behalf of the Union. The Employer, Union and this Agreement

shall not infringe on the freedom, guaranteed by the Illinois Public Labor Relations Act, of employees to become or not become members of the Union.

ARTICLE 6 NO STRIKE AND NO LOCKOUT

Section 1. No Strike

During the term of this Agreement, neither the Union nor any officers, agents, designees or employees of the Employer shall instigate, promote, sponsor, engage in, or condone any strike (including sympathy strike), slowdown, concerted stoppage of work, or any other intentional disruption of the operations of the Employer, regardless of the reason for doing so.

Section 2. No Lockout

During the term of this Agreement, the Employer shall not instigate a lockout over a dispute with the Union so long as there is no breach of Section 1. Any work stoppage, slowdown or concerted disruption of the operations of the Employer, shall be considered a breach of Section 1.

ARTICLE 7 PERSONNEL FILES

Section 1. Personnel File

An official personnel file for each employee shall be maintained by the Employer at a central location. Supervisors may provisionally maintain documents relevant to the central file if signed by the employee, the employee's supervisor and a Union representative. It is agreed that all employee documentation prior to this agreement is not subject to the terms of the agreement. Each employee shall provide the Employer with his current telephone number and address.

Section 2. Right of Inspection

Employees shall have the right to review the contents of their official personnel files as provided in the Illinois Personnel Record Review Act, 820 ILCS 40/0.01 et seq.

It is agreed that any material and/or matter not available for inspection, such as provided in Section 1, shall not be used in any manner or in any forum adverse to the employee's interest.

ARTICLE 8 DISCIPLINE AND DISCHARGE

Section 1. Employee Discipline

The Employer shall not discipline or discharge any post-probationary employee without just cause and shall not harass or discriminate against employees who grieve disciplinary actions imposed. The Employer further agrees that disciplinary action shall be in a timely fashion and shall recognize only that disciplinary action appropriately documented and filed in the employee's personnel files and not other working files maintained by other management staff. Any disciplinary action shall be considered timely, provided it occurs within fifteen (15) days of the conclusion of the Employer's investigation and review of the occurrence. By mutual written agreement the parties may extend the fifteen (15) day limit an additional ten (10) days.

Section 2. Corrective Discipline

The Employer agrees with the tenets of progressive and corrective discipline and that it shall be imposed only for just cause. The Union agrees that serious offenses may justify severe discipline without the necessity of prior warning or attempts at progressive or corrective discipline. The Employer's agreement to use progressive and corrective disciplinary action shall not prohibit the Employer from imposing discipline which is commensurate with the offense, up to and including discharge. It is agreed the following offences may result in immediate discharge, without pay and without progressive discipline:

1. Dishonesty involving the Village for economic gain;
2. Unauthorized use of a vehicle or equipment for personal use;
3. Theft of Village property;
4. Willful destruction of Village property in excess of \$300;
5. Violation during working hours or on Village property of any law or ordinance;
6. Any physical threat, violence or discriminatory/racial or epithet even once;
7. Viewing or showing any sexually explicit material at work;
8. Use or possession of any illegal substances;
9. The use or possession of open alcohol while at work, on Village premises or in Village vehicles.

Any employee charged with a criminal offense may be immediately suspended with pay pending a full investigation. Following such investigation, the employee may be terminated or reinstated at the discretion of the Village Administrator based on risk of harm to the community and/or Village. Discipline may be imposed pursuant to the following progressive steps of priority:

1. Oral warning with documentation of such filed in the employee's personnel file;
2. Written reprimand with copy of such maintained in the employee's personnel file if within one year of the infraction causing the oral warning;
3. Suspension without pay with documentation of such maintained in the employee's central personnel file; and,
4. Discharge with documentation of such maintained in the employee's central personnel file.

Prior to actual imposition of any discipline above written reprimand, the employee should be afforded an opportunity to discuss his views with the Village Administrator concerning the conduct causing such disciplinary action. Such discussion should take place as soon as practicable and not be unduly or unreasonably delayed, and the employee should be informed clearly and concisely of the basis for such action. Furthermore, the Village will advise the employee that he has the right to Union representation during any such discussion. Once the employee has requested Union representation, the Village will not proceed with the discussion

until the Union representative is present and has had the opportunity to meet with the employee.

Oral warnings and written reprimands shall remain part of the employee's file for a period not to exceed twelve (12) months from the date of said warning or reprimand.

Section 3. Manner of Discipline

The Employer shall do whatever acts necessary and reasonable, when imposing disciplinary action or counseling an employee, in order to avoid unnecessary embarrassment to the employee.

Section 4. Notice of Discipline

In the event disciplinary action above written is taken against an employee, the Employer shall promptly furnish written notice to the employee which shall state the reasons for such discipline. Copy of such written notice shall be maintained in the employee's central personnel file.

ARTICLE 9 GRIEVANCE PROCEDURE

Section 1.

A grievance is defined as any difference, complaint or dispute between the Employer and the Union or any employee regarding the application, meaning or interpretation of the expressed terms of this Agreement.

Section 2.

A grievance shall be processed in the following manner:

Step 1: The grievance shall be submitted to the Public Works Director, by the Union Representative, in writing within five (5) working days of the date the grievant knew, or should have known, of the violation. Both the Public Works Director and the Union Steward will date and time stamp the original written grievance. The written grievance shall specify the conduct alleged to be in violation of the Agreement and section(s) of the Agreement involved. The written grievance will also include a specific report from the Union Steward on the steps taken to resolve the issue prior to filing the grievance. The Public Works Director will have ten (10) working days to resolve the matter and render a written decision.

Step 2: A grievance not resolved at Step 1 may be appealed to the Village Administrator within ten (10) days of the occurrence of the written decision in Step 1. The Village Administrator shall attempt to adjust the matter and shall respond to the Union in writing within ten (10) working days after such discussion.

Step 3: A grievance not resolved at Step 2 may be appealed to the Village Board. The Village Board shall consider the appeal at its next regularly scheduled Village Board meeting at which it can add the item to the agenda.

Step 4: If the Union's grievance is not settled in accordance with Step 3, the Union may refer the grievance to binding arbitration within ten (10) working days after the receipt of the conclusion of Step 3. The parties shall attempt to agree upon an arbitrator within ten (10) working days after receipt of notice of referral and in the event the parties are unable to agree upon an arbitrator within said ten (10) working day period, the parties shall immediately jointly request the Federal Mediation and Conciliation Service to submit a panel of seven (7) arbitrators. Either party may

reject one (1) entire panel. Both the Employer and the Union shall have the right to strike three (3) names from the panel. One party shall strike the first name; the other party shall then strike the second name and continue until only one person remains and the remaining person shall be the arbitrator.

The order of striking shall be determined by a coin toss. The arbitrator shall be notified of his/her selection by a joint letter from the Employer and the Union requesting that he/she set a time and place, subject to the availability of the Employer and Union representatives. All arbitration hearings shall be held in Forsyth, Illinois unless the parties mutually agree otherwise.

The arbitrator shall act in a judicial, not a legislative capacity, and shall have no right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. The arbitrator shall only consider and make a decision with respect to the specific issue submitted and shall have no authority to make a decision on any other issue not submitted. In the event the arbitrator finds a violation of the terms of this Agreement, the arbitrator shall fashion an appropriate remedy. The arbitrator shall be without power to make a decision contrary to, or inconsistent with, or modifying, or varying in any way the application of laws and rules and regulations having the force and effect of the law and the arbitrator shall have no authority to modify, add to or subtract from this Agreement, to substitute his/her judgment or discretion for that of the Employer, or to vary the discipline given by the Employer. The decision shall be based solely upon the arbitrator's interpretation of the meaning or application of the express terms of this Agreement to the facts of the grievance presented. A decision rendered consistent with the terms of this Agreement shall be final and binding.

The fee expenses of the arbitrator and the cost of a written transcript (if requested by the Arbitrator or either party) shall be divided equally between the Employer and the Union; provided, however, that each party shall be responsible for compensating its own representatives and witnesses and purchasing its own copy of the written transcript if one is desired.

Section 3.

If the Employer does not answer a grievance or an appeal thereof within the specified time limits, the Union may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limit in each step may only be extended by mutual written agreement of the Employer and the Union representative involved in each step.

Section 4.

The investigation of grievance by the employee and Union representatives shall not be conducted during working hours unless absolutely necessary.

Section 5.

Working days for the purpose of this grievance article shall mean normal workdays between 7:00 a.m. and 3:30 p.m. Monday through Friday, excluding holidays.

Section 6.

The Union and the Employer may request the presence of witnesses and/or the production of specific documents, books or papers reasonably available from the Employer or Union, and substantially pertinent to a grievance under consideration. Such request shall not unreasonably be denied and when complied with shall be subject to applicable laws, rules and regulations governing the release of information contained in such material. All costs of reproduction of the above documents shall be borne equally by the parties requesting the documents.

ARTICLE 10 HOURS OF WORK

The work week shall be defined as Sunday through Saturday, with the normal work week consisting of 40 hours. Regular work hours are 7:00 a.m. to 3:30 p.m. with a 30-minute unpaid lunch, but Employer may adjust those hours if reasonable based on expected temperatures with a start time no earlier than 6:00 a.m. Scheduling for the work week shall routinely be 8-hour work days, Monday through Friday, however the Employer reserves the right to assign work on Saturday and/or Sunday. If an employee is assigned work on a Saturday and/or Sunday, the Employer shall provide as much advance notice as practical and said employee may receive reduced hours preceding the weekend to maintain a total of 40 hours for the entire work week. Weekend work shall be assigned by inverse seniority, with employees over 20 years of service only being assigned such work if no other employees are available to perform the work.

Nothing in this Article 10 shall prevent the Employer from requiring overtime work be performed in emergency situations and/or as deemed necessary by the Employer. Work in excess of forty (40) hours in a work week or eight (8) hours in a workday will be compensated at the rate of one and one-half (1 1/2) times their regular rate of pay.

Any full-time employee who is called back to work, such call back not being a continuation and immediately following the regular shift, shall be compensated at the rate of one and one-half (1 1/2) times the regular rate for a minimum of one (1) hour. In the case of a bona-fide emergency, a full-time employee who is called back to work which was not previously scheduled shall be compensated at the rate of one and one-half (1 1/2) times the regular rate for a minimum of two (2) hours. The Employer shall set the call back rotation in accordance with the overtime rotation as set forth below.

The Employer shall distribute overtime on a set rotation among employees who regularly perform the work in which overtime is needed within the position classification, except for snow removal work which Employer shall distribute based on availability. The rotation shall start with the most senior employee, who shall be permitted to decline the overtime, so long as a less senior and qualified employee takes the work. Each subsequent call for overtime shall start with the most senior qualified employee on the rotation list that did not previously perform the last offered overtime work. Said employees shall be permitted to decline the overtime, so long as a less senior and qualified employee takes the work during that work week.

ARTICLE 11 SENIORITY, LAYOFF AND RECALL

Section 1. Definition

As used herein, the term "seniority" shall refer to and be defined as the continuous length of employment from the date the employee is hired by The Village of Forsyth, excluding internships and/or seasonal work.

Section 2. Probationary Period

An employee is a "probationary employee" for his first six months of employment. No matter concerning the discipline, layoff or termination of a probationary employee shall be subject to the grievance and arbitration procedures. A probationary employee shall have no seniority except as otherwise provided in this Agreement, until he/she has completed the probationary period.

Upon the completion of the probationary period, he/she will acquire seniority from their original date of hire.

Each employee promoted to a classification with greater pay and responsibility shall satisfactorily complete a four-month probationary period before being granted permanent status in his new classification. Any employee who fails to satisfactorily complete such probationary period shall be returned to the pay and position he held immediately prior to his promotion or to a position with equal pay and responsibility.

Section 3. Seniority List

The Employer and the Union have agreed upon the initial seniority list setting forth the present seniority date of all employees covered by this Agreement and will be included in Appendix "A" of this Agreement. Disputes as to seniority shall be resolved through the grievance procedure.

Section 4. Termination of Seniority

An employee shall be terminated by the Employer and his seniority broken when he/she:

1. quits; or
2. is discharged for just cause; or
3. accepts gainful employment while on an approved leave of absence; or
4. is absent for three (3) consecutive days without notifying the Employer; or
5. fails to return to work at the conclusion of an approved leave of absence without approval of the Employer.

Section 5. Seniority While On Leave

Employees will not continue to accrue seniority credit for all time spent on authorized unpaid leave of absence.

Section 6. Layoff and Recall

Layoff

In the event the Employer determines a layoff is necessary for economic reasons or lack of work, employees shall be laid off in the inverse order of their seniority within each job classification.

Layoff Order

Probationary employees, temporary and part-time employees shall be laid off first; the full time employees shall be laid off in inverse order of their seniority within each job classification. No employee will be hired to perform or permitted to perform those duties normally performed by a bargaining unit employee while any bargaining unit member is on layoff status. Individual employees shall receive notice in writing of the layoff not less than fifteen (15) days prior to the effective date of such layoff.

Recall

Employees shall be recalled from layoff within each particular job classification and office according to seniority. No new employees at all shall be hired until all employees on layoff

desiring to work shall have been given the opportunity to return to work. Recall rights under this provision shall terminate twelve (12) months after layoff.

In the event of recall, eligible employees shall receive notice of recall by actual notice or by certified mail, return receipt requested. It is the responsibility of all employees eligible for recall to notify the Village of their current address. Upon receipt of the notice of recall, employees shall have five (5) working days to notify the Employer of their acceptance of the recall. The employee shall have five (5) working days thereafter to report to duty.

If layoff occurs pursuant to this Article, bargaining unit members affected shall be given the first option for any reduced hours normally allotted to part time employees in the department.

ARTICLE 12 HOLIDAYS

The following days shall be holidays for all Village employees:

1. New Year's Day (January 1)
2. Martin Luther King Day (3rd Monday in January)
3. President's Day (3rd Monday in February)
4. Good Friday (Friday before Easter)
5. Memorial Day (last Monday in May)
6. Independence Day (July 4th)
7. Labor Day (first Monday in September)
8. Veteran's Day (November 11)
9. Thanksgiving Day (4th Thursday in November)
10. Friday after Thanksgiving Day
11. Christmas Eve (December 24)
12. Christmas Day (December 25)

From time to time, on special occasions, the governing body may designate other days as special holidays.

When any regular holiday shall fall on a Saturday or Sunday, the preceding Friday or following Monday shall be declared a holiday.

Permanent, part-time employees shall be paid for observed holidays which fall on days for which they would otherwise be scheduled to work in an amount equal to the wages they would have earned according to the number of hours for which they would be scheduled to work on that day.

To be eligible to receive pay for an observed holiday, an employee must not have been absent without leave on the workday before and the workday after the holiday.

ARTICLE 13 VACATIONS

Vacation leave is on a calendar year basis (Jan. 1 - Dec. 31). At the beginning of January each

year, employees shall receive all of their appropriate vacation hours subject to the conditions stated herein. No employee shall be permitted to use vacation time for any period spent on unauthorized leave or participating in any work stoppage.

Section 1. Probationary Employees

All new full-time employees that are on probation and have not completed one (1) full year of service will receive the following prorated vacation leave, until said employee is eligible for vacation as set forth in Section 2:

	Jan. 1 - Mar. 31	Apr. - Jun. 30	Jul. 1 - Sep. 30	Oct. 1 - Dec. 31
Hours:	80%	60%	40%	20%
80	64	48	32	16

All new permanent part-time employees that are on probation and have not completed one (1) full year of service will receive the following prorated vacation leave until said employee is eligible for vacation as set forth in Section 3:

		Jan. 1 - Mar. 31	Apr. - Jun. 30	Jul. 1 - Sep. 30	Oct. 1 - Dec. 31
Scheduled work hours in a calendar	Based upon regular vacation hour	80%	60%	40%	20%
0 - 260	1	8	6	4	2
261 - 520	2	16	12	8	4
521 - 780	3	24	18	12	6
781 - 1040	4	32	24	16	8
1041 - 1300	5	40	30	20	10
1301 - 1560	6	48	36	24	12
1561 - 1820	7	56	42	28	14
1820 - 2079	7	63	47	32	16

Section 2. Full Time Employees

After one year of completed service working with the Village, employees shall receive vacation, as set forth in the table below, usable upon January 1 of the calendar year following the employee's completed service year.

Completed Years of Service:	Vacation Hours:
01-02	80
03-04	88
05-06	96
07-08	104
09-10	120
11-12	128
13-14	136
15-16	144
17-18	160
19-20	168
21-22	176
23-24	184
25 & over	200

Section 3. Part-Time Employees

After one year of completed service working with the Village, permanent part-time employees shall receive vacation, as set forth in the table below, usable upon January 1 of the calendar year following the employee's completed service year.

Completed Years of Service:	*0 - 260	*261 - 520	*521 - 780	*781 - 1040	*1041 - 1300	*1301 - 1560	*1561 - 1820	*1821 - 2079
01 - 02	10	20	30	40	50	60	70	79
03 - 04	11	22	33	44	55	66	77	87
05 - 06	12	24	36	48	60	72	84	95
07 - 08	13	26	39	52	65	78	91	103
09 - 10	15	30	45	60	75	90	105	119
11 - 12	16	32	48	64	80	96	112	127
13 - 14	17	34	51	68	85	102	119	135
15 - 16	18	36	54	72	90	108	126	143
17 - 18	20	40	60	80	100	120	140	159
19 - 20	21	42	63	84	105	126	147	167
21 - 22	22	44	66	88	110	132	154	175
23 - 24	23	46	69	92	115	138	161	183
25 & over	25	50	75	100	125	150	175	199

*Based on the number of hours that the employee is scheduled to work in a calendar year. Must complete one (1) full calendar year of service before receiving chart vacation hours.

Section 4. Vacation

A maximum of forty (40) hours of vacation may be carried forward from one calendar year to the next.. Employees will be permitted to use vacation leave in units of less than one day subject to approval of their supervisor. In case of conflict, vacation leave shall be granted on the basis of seniority.

Section 5. Holiday During Vacation

Paid holidays which occur during vacation leave are not counted as a day of vacation.

Section 6. Termination/Separation

Upon termination or separation from employment, an employee shall be compensated for accumulated unused vacation leave.

ARTICLE 14 SICK LEAVE

Section 1. Full-time Employees

All permanent full-time employees shall be entitled to sick leave pay with absences resulting from illness, injuries, accidents, or other physical incapacitation, occurring either on or off the job. No employee shall be permitted to use sick leave for any period spent on unauthorized leave or participating in any work stoppage.

Section 2. Amount of Sick Leave

Full-time employees shall receive twelve (12) sick days at the beginning of January each year or as outlined in the charts below if the employee has not completed one (1) full calendar year of

service.

Full-time employees who are new, on probation, and have not completed one (1) full calendar year of service shall receive the following sick leave:

* Actual sick hours to receive	Jan. 1 - Mar. 31	Apr. - Jun. 30	Jul. 1 - Sep. 30	Oct. 1 - Dec. 31
Hours:	80%	<u>60%</u>	<u>40%</u>	<u>20%</u>
96	77	58	38	19

Section 3. Accumulation of Sick Leave

No employee may accrue more than 120 days of sick leave. Accumulated sick leave shall not be reimbursable to the employee upon termination or separation from employment. Upon resignation or retirement an employee may apply his accrued sick leave toward his IMRF pension according to the rules and regulations of the plan.

Section 4. Using Sick leave

Any absence for a fraction or part of a day which is chargeable to sick leave shall be charged in increments of not less than .25 hours.

Section 5. Doctor's Certificate

A department head may require a signed statement from a physician or dentist verifying the employee's inability to perform assigned duties because of illness.

Section 6. Notification

To be eligible for sick paid leave an employee shall notify his immediate supervisor the reason for his absence no later than one hour before the beginning of the first work day for which sick leave is taken.

Section 7. Abuse of Sick Leave

An employee who improperly claims sick leave shall be subject to disciplinary action. including loss of pay or dismissal.

Section 8. Sick Leave Usage for Care of Immediate Family

Employees may use sick leave to care for said employee's child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, stepparent or significant other. For purposes of this section, Employees may use sick leave to care for a significant other if Employee and said significant other have been cohabitating for a period of not less than six (6) months. Village shall have the right to request documentation evidencing cohabitation.

ARTICLE 15 PERSONAL DAYS

Personal Days: All full-time and permanent part-time employees who are not on probation and who have completed one (1) full year of service shall be entitled to sixteen (16) personal hours per calendar year, which will not accrue from year to year. Upon termination or separation from

employment, an employee shall be compensated for unused personal days.

Full-time employees who are new, on probation and have not completed one (1) full calendar year of service are eligible to receive personal business leave in accordance with the following schedule:

* Actual personal hours to receive	Jan. 1 - Mar. 31	Apr. - Jun. 30	Jul. 1 - Sep. 30	Oct. 1 - Dec. 31
Hours:	80%	60%	40%	20%
16	13	10	6	3
* Must complete one (1) calendar year of service before receiving sixteen (16) hours.				

Permanent part-time employees who are not on probation and who have completed one (1) full calendar year of service shall receive personal leave in accordance with the following schedule:

* Scheduled hours per calendar year	Scheduled hours per year ÷ 52	Scheduled hours per week ÷ 5	Personal days in hours x2	Actual personal hours to receive
0 - 260	5	1	2	2
261 - 520	10	2	4	4
521 - 780	15	3	6	6
781 - 1040	20	4	8	8
1041 - 1300	25	5	10	10
1301 - 1560	30	6	12	12
1561 - 1820	35	7	14	14
1820 - 2079	40	8	16	16
*Based on the number of hours scheduled to work in a calendar year.				

Permanent part-time employees who are new, on probation and have not completed one (1) full calendar year of service are eligible to receive personal business leave in accordance with the following schedule:

				Jan. 1 - Mar. 31 Actual personal hours	Apr. 1 - Jun. 30 Actual personal hours to receive	Jul. 1 - Sep. 30 Actual personal hours to receive	Oct. 1 - Dec. 31 Actual personal hours to receive
* Scheduled hours per calendar year	Scheduled hours per year ÷ 52	Scheduled hours per week ÷ 5	Personal days in hours x2	80%	60%	40%	20%
0 - 260	5	1	2	2	1	1	0
261 - 520	10	2	4	3	2	2	1
521 - 780	15	3	6	5	4	2	1
781 - 1040	20	4	8	6	5	3	2
1041 - 1300	25	5	10	8	6	4	2
1301 - 1560	30	6	12	10	7	5	2
1561 - 1820	35	7	14	11	8	6	3
1820 - 2079	40	8	16	13	10	6	3
* Based on the number of hours scheduled to work in a calendar year.							

Personal business leave shall not be taken in increments of less than one-quarter of an hour (0.25) hour.

ARTICLE 16 FUNERAL LEAVE

An employee shall be allowed time off not to exceed three (3) working days when his presence is reasonably required to be with his immediate family on account of death in his immediate family. This leave shall be with pay but shall not be granted until the employee has one (1) year of continuous service in the employment of the Village.

Immediate family for the purposes of this Article include only:

1. Spouse or significant other, Children, Grandchildren;
2. Parents or Step-parents of the Employee or the Employee's Spouse or significant other;
3. Grandmother or Grandfather of the Employee or the Employee's Spouse or significant other;
4. Brother and Sister of the Employee;
5. Aunt and Uncle of the Employee.

For purposes of funeral leave in this section, Employee and said significant other shall have been cohabitating for a period of not less than six (6) months. Village shall have the right to request documentation evidencing cohabitation.

ARTICLE 17 LEAVES OF ABSENCE

Section 1. Civil Leave with Pay

An employee shall be given reasonable and necessary time off without loss of pay when: (1) performing jury duty; (2) appearing in court as a witness in answer to a subpoena in a suit in connection with his duties with the Employer; (3) performing emergency civilian duty in connection with national defense; and (4) voting when the polls are not open at least two hours before or after the employee's scheduled hours of work. An employee shall reimburse the Village for jury duty compensation paid by the court.

Section 2. Civil Leave without Pay

If an employee is involved in court as a party or witness in a suit not connected with his duties with the Village, he/she may be granted leave without pay unless the employee elects to utilize any available vacation leave.

Section 3. Meetings, Seminars

An employee may be granted leave with pay to attend meetings and seminars and conventions of professional and technical organizations when such attendance is properly authorized by the Public Works Director,

Section 4. Unpaid leave of Absence

An employee, upon written request, and with the approval of his department head, may be granted a leave of absence without pay subject to prior approval by the Village Administrator.

An employee requesting any leave shall provide as much advance notice as possible to his department head.

Section 5. Family and Medical Leave Act

Employees covered by this Agreement shall be entitled to the rights set forth in the Family and Medical Leave Act of 1993.

ARTICLE 18 HEALTH INSURANCE

All provisions on health insurance under this Article 18 shall be contingent on the requirements of the law. To the extent the law ever counters any provision herein, the law shall be followed by providing notice to the Union and without need to amend this Agreement.

All full-time employees shall be eligible for group medical and hospital insurance following completion of the term required by the insurer.

The Village shall pay the full premium for employee medical and hospital insurance coverage. For the dependents of an employee, the Village shall pay 75% of said premium. The Union recognizes the uncertainty and limitations of the employer to control the increasing cost of coverage for such a small group.

All full-time employees shall be eligible for employee vision and dental coverage following completion of the term required by the insurer.

The Village shall pay the full premium for employee vision and dental insurance coverage. For the dependents of an employee, the Village shall not pay any portion of the premium.

All costs for individual or family medical and hospital insurance shall be paid by the employee during the period the employee is on extended unpaid leave, on unauthorized leave or participating in any work stoppage.

Individual and family medical and hospital insurance coverage may be extended for a temporarily disabled employee drawing worker's compensation. The employee's share of the cost shall be deducted from any compensation due the employee in addition to worker's compensation payments. In the event no additional compensation is due, insurance may be extended at the option of the employer.

No employee shall be entitled to a cash payment of any kind in lieu of Health Insurance.

The health insurance provided shall be similar in nature as the previous year, unless there is a raise in premiums in excess of 17% from the previous year, for a plan similar in nature. If there is a raise in premiums in excess of 17% from the previous year, the parties shall agree to

renegotiate the health coverage provided and any previous coverage shall not be considered past practice.

ARTICLE 19 WAGES

The employees covered by this Agreement will receive an hourly wage based on the scale for their job classification in Appendix C. Employees covered by this Agreement shall be entitled to earn Incentive Pay as described in Appendix D.

ARTICLE 20 SUBCONTRACTING

It is the general policy of the Employer to continue to utilize employees to perform work they are qualified to perform. However, the Employer reserves the right to contract out any work it deems necessary in the interests of efficiency, economy, and improved work product or emergency. No employee shall be laid off due to subcontracting except as otherwise may be required pursuant to the budget constraints of the Village.

ARTICLE 21 DRUG & ALCOHOL POLICY

No employee shall be in possession of or under the influence of alcohol and/or unauthorized, banned substances (as defined herein) while on duty.

Employees shall report to their supervisors any impairment or adverse side effects of authorized medications which they are taking. Any employee shall be subject to testing when there is a reasonable suspicion that the employee is under the influence of alcohol and/or using an unauthorized or banned substance. Employees shall be subject to random, "reasonable suspicion" testing and/or return-to-work drug and alcohol testing.

(1) POLICY DEFINITIONS

Persons Subject to Testing: Employees who are currently employed.

Banned Substances: Those substances identified in the Illinois Controlled Substances Act, 720 ILCS 570/100 et seq., cannabis, undocumented over-the-counter or prescription medicines to be determined by Employer, alcohol and alcohol use while at work or on duty.

Employer: Village of Forsyth

GC/MS: Gas Chromatography/Mass Spectrometry Technique

SAMHSA: Substance Abuse and Mental Health Services Administration.

Overnight Express: A mailing service that will provide delivery specimens and results to designated locations within twenty-four {24} hours.

Tampering with or Adulterating the Specimen: To interfere with, meddle with, etc., so as to damage, to alter, to make not quite genuine.

Union: Laborers' International Union of North America, Downstate Illinois Laborers' District Council, Laborers' Local 159.

(2) RESPONSIBILITIES

- a) Employer is responsible for the implementation and costs of this program.
- b) Employer is responsible for the administration, audit and review of this program.
- c) Employer and the Union are responsible for the selection of a laboratory testing facility. laboratories will be licensed by the State of Illinois, Department of Public Health.
- d) The fee for testing persons subject to testing shall be paid by Employer.
- e) Test kits will be approved by Employer, through consultation with the Union and such test kits will be standardized. Purchasing specimen kits will be the responsibility of Employer. Distribution of the specimen kits will be done by the approved testing facility.

Collection site kits must be maintained as specified in the paragraph above unless an outside Administrator is retained by the approved testing facility, which will then be responsible for purchasing, distribution and maintenance of collection site kits at all designated facilities.

(3) REASONABLE SUSPICION

Reasonable suspicion exists if certain objective facts and circumstances warrant rational inferences that a person may be under the influence of alcohol or a banned substance. Illustrative, but no all-inclusive criteria of reasonable suspicion are (generally, a person under the influence exhibits a combination of such criteria).

- a) Any abnormal conduct or erratic behavior, a dramatic decline in work performance, excessive sick time usage.
- b) Information provided by reliable and credible sources, which is independently corroborated.
- c) Observation, such as direct observation of use and/or physical symptoms of being under the influence of alcohol or banned substances.
- d) Difficulty walking, slurred speech, needle marks, glazed stare.
- e) Possession of alcohol or a banned substance.

If a supervisor believes there is reasonable suspicion that an employee is under the influence of alcohol or a banned substance, the employee will be notified that blood alcohol content (BAC) and/or urine specimen will be required. The Supervisor's reasons for requesting a "reasonable suspicion" test shall be contemporaneously documented, and once confirmed as provided below, and provided the employee signs a written release, the confirmatory documentation shall be made available to the employee's bargaining agent. A bargaining unit employee may request a union representative to be present at the time of testing if the bargaining agent is at the job site, prior to the employee being escorted to the "drawing" facility, in a reasonable period of time. This period should not exceed one-half (1/2) hour in length. If the bargaining agent is present, the agent will have time, not to exceed one-half (1/2) hour, to privately confer with the employee.

- a) The employee shall sign a release and consent authorization form for the alcohol/drug testing and information release to Employer and if the employee desires, to the Union.
- b) An employee's refusal to sign a release and consent authorization form and/or refusal to take the alcohol/drug test shall be treated the same as a positive result and will result in discharge of the employee.
- c) Chain-of-custody documentation for the specimen shall be maintained by the doctor, collection facility and/or laboratory from collection to analysis to destruction. A copy of all test results shall be forwarded to the Employer, marked "Confidential", sealed and confidentially maintained.
- d) The specimen will be tested by an Employer/Union-approved and qualified laboratory which has technical expertise and proficiency in blood alcohol testing and Urinalysis in accordance with Section (2)(C) of this policy. A positive test reading will automatically call for a follow-up confirmation test using (GC/MS) technique. The following cut-off levels will be utilized. Except in respect to alcohol, levels below those listed will be considered negative results. They shall be reported to the employee as such, and shall not be retained in the employee's file.

	INITIAL DRUG SCREEN	CONFIRMATION TEST (GC/MS)
Amphetamines	1000 ng/ml	500 ng/ml
Barbiturates	300 ng/ml	150 ng/ml
Benzodiazepines	300 ng/ml	300 ng/ml
Cocaine	300 ng/ml	150 ng/ml
Marijuana	100 ng/ml	15 ng/ml

Methadone	300 ng/ml	150 ng/ml
Methaqualone	300 ng/ml	300 ng/ml
Opiates	300 ng/ml	300 ng/ml
Phencyclidine ("PCP")		
Emit	75 ng/ml	
RIA	25 ng/ml	25 ng/ml

The following minimum level will be used for blood alcohol content (BAG) tests: Alcohol .02% blood (grams per deciliter) (see alcohol testing).

The employee will be escorted by the supervisor (and the Union representative, if available) to the agreed upon collection facility where a blood alcohol content (BAC) and/or urine specimen will be taken by a medical professional only. The supervisor should document reasons for suspicion prior to or simultaneously with requesting the alcohol/drug test. Provided a written release is then signed by the employee, a copy of the same shall be provided to the Union representative at the time of the request for testing. If a written release has been signed by the employee, confirmatory documentation shall be made available to the employee's bargaining agent within a reasonable period of time, not to exceed three (3) working days. The collection facility staff will secure the BAG and/or urine specimen in the sealed containers provided by the facility. Unless an outside contract administrator is retained by the Employer, the supervisor is to inspect the BAC/urine specimen kit to ensure that the seal has not been broken. Should the seal be broken or tampered with in any way, the supervisor will ask the collection facility to use one of their own specimen kits. Chain-of-custody documentation will be kept by the collection facility. The collection facility personnel, after securing the specimen, will seal the container(s) and transport it/them by overnight express to the Facility-designated laboratory.

Should an occasion arise where a supervisor is short-handed and has no other personnel to assist in escorting an employee to the collection agency for alcohol/drug tests, when there is reasonable suspicion, the employee, during the employee's regular work hours, will be required to stay in the work area until the employee can be escorted to the collection facility for the alcohol/drug tests. The employee may be required to stay in the work area for up to an additional two (2) hours after regular work hours (considered overtime) under the circumstances described above, as such is necessary to obtain a proper testing result. If an employee leaves the premises after being advised by the supervisor of the above, it shall be considered as insubordination, and as if the employee had refused to submit to the test, which is a violation of this policy. The violation shall be considered to be "just cause" and treated in the same manner as a positive test result.

Upon completion of the test, the employee shall be transported to the employee's residence. Under no circumstances shall an employee suspected of being under the influence of alcohol or using drugs be allowed to leave the work site or the test site driving the employee's own or an Employer vehicle.

The employee shall remain in paid status until the results are received. If the test is confirmed positive, the employee will be notified by the Medical Review Officer (MRO) and will be given the opportunity to present evidence and/or information that the positive test result was caused by prescribed or over-the-counter drugs, or that special circumstances may have affected the test results. All relevant information shall be forwarded by the employee directly to the MRO, marked "Confidential".

Information regarding attempts to tamper with or adulterate the specimen, along with other pertinent information shall also be forwarded to the Employer.

(4) ALCOHOL TESTING

Testing for blood alcohol content (BAC) will be required using evidential breath testing (EST) devices approved by the National Highway Traffic Safety Administration.

ALCOHOL TESTING RESULTS

SCREENING TEST

0.02% or greater= positive

Greater than or equal to 0.02%, confirmation test required.

CONFIRMATION TEST

0.02% or greater = positive test result, warranting disciplinary action pursuant to this Article.

(5) DRUG TESTING

Testing for drugs (as specified above) will be conducted using urinalysis. These samples are to be tested by an approved Substance Abuse and Mental Health Services Administration (SAMHSA) laboratory. Testing will be for evidence of marijuana, phencyclidine (PCP), opiate, amphetamine or cocaine use. A medical review officer (MRO) mutually selected by Employer and the Union will review all positive results and after being confirmed the information will then be forwarded to the Employer. Any employee testing positive for drugs will be disciplined according to Employer policy.

(6) POST-ACCIDENT/INCIDENT

Post-accident drug/alcohol testing will be required. Whenever an employee is involved in an accident, during work hours each employee involved in the accident will be required to be tested as follows:

- a) Fatal Accidents:
Any time the accident involves the loss of a human life.
- b) Non-Fatal Accidents:
Any time the employee receives a citation under state or local law or

personal injury or damage to property is involved. Testing must be done as soon as possible following the accident: within two (2) hours for alcohol testing and within twenty-four (24) hours for drug testing.

Reasonable suspicion may also be used if applicable to post-accident situations.

(7) RANDOM TESTING

Beginning sixty (60) days following ratification, once each month a number of employees (up to ten (10) percent of the workforce) may be randomly selected for drug/alcohol testing.

(8) DISCIPLINARY ACTION FOR POSITIVE TEST RESULTS

Violations of this policy will be considered "just cause". If, as a result of the investigation and/or pre-disciplinary hearing, a violation of this policy has occurred, the discipline shall result in termination of the employee.

(9) TEST RESULTS

All test results and related documentation will be treated confidentially and shall not be utilized by the Employer for any purpose other than employment-related matters.

No test results shall be released to any other agency or to prospective employers of the employee, nor shall test results be released to any law enforcement agency, except pursuant to lawful subpoena or court order.

**ARTICLE 22
VEHICLE & EQUIPMENT USE POLICY**

The following policy and procedures shall apply to the use of all equipment and vehicles owned and used by the Village of Forsyth (hereinafter collectively referred to as "Village Vehicles"), as follows:

1. Employees utilizing Village Vehicles must have the appropriate state required class of license for the vehicle operated. Beginning on January 1, 2021, all new Village employees covered by this Agreement shall have or obtain a Commercial Driver's License (CDL) before the end of their probationary period. The Village will provide the vehicle necessary for testing if applicable.
2. Use of Village Vehicles for personal use or purposes is prohibited.
3. Drivers of Village Vehicles must drive responsibly at all times and follow all traffic regulations, including the speed limit, and other applicable laws.
4. Upon returning a Village Vehicle from use, all trash and personal belongings should be removed from the vehicle.
5. Any maintenance needs to a Village Vehicle must be reported immediately to the department head.

6. Any and all accidents or damage to a Village Vehicle must be reported immediately to the department head and handled in accordance with the law.
7. Employees may not keep copies of the keys of a Village Vehicle in their possession. All keys must be returned to the location designated by the department head immediately upon return.
8. All passengers must be seated and in their seat belts at all times while a Village Vehicle is moving. There may not be more passengers in any Village Vehicle than the number of seatbelts in the vehicle.
9. No Village Vehicle may be taken out of the municipal limits of the Village, or the corporate limits of the City of Decatur, without the express verbal permission of the Public Works Director.
10. Smoking, eating and drinking is prohibited at all times in any Village Vehicle.
11. Unattended Village Vehicles must be locked at all times to prevent theft of Village and/or personal property.
12. All employees must submit to a drug and alcohol test after an accident involving a Village Vehicle in accordance with the Village's Drug & Alcohol Policy.
13. Employees who use hand-held cellular phones should refrain from making or receiving calls while driving. If an employee needs to make or receive a phone call related to Village business while driving, the employee should make sure the vehicle is stopped and that he or she is parked in a proper parking area for the call. Employees who use hands-free telephones must keep conversations relating to Village business brief while driving, and must stop the vehicle and park in a proper parking area if the conversation becomes involved, traffic is heavy, or road conditions are poor.
14. Employees are responsible for all traffic tickets and other citations issued in the course of using a Village Vehicle. Any citations issued should be immediately reported to the department head.
15. Employees who are found to have violated this policy may be subject to disciplinary action up to and including termination from employment.
16. It is understood the employer reserves the right to collect statistical data on mileage and fuel purchases with a written thirty (30) day advance notice to the union.

ARTICLE 23 EMPLOYEE CLOTHING ALLOWANCE

The following standard issue equipment shall be furnished by the Village:

- 5 short-sleeve 5 long-sleeve shirts 5 workpants replaced on an as needed basis at the discretion of the Public Works Director with former clothing being turned in.
- Employee shall be allowed a boot allowance \$200. Boots may be replaced on an as needed basis but not to exceed \$200 per request. A second pair of older or replacement

boots shall be kept at the place of employment for emergency situations (i.e. working with asphalt).

- 1 winter coat reflective for safety.

ARTICLE 24 SAVINGS CLAUSE

If any Article or Section of this Agreement or any addendum thereto shall be held invalid by operation of law or by a tribunal of competent jurisdiction, or if compliance with or enforcement of any Article or Section should be restrained by such tribunal, the remainder of the Agreement and addendum shall not be affected thereby, and the parties shall immediately negotiate a substitute for the invalidated Article, Section or portion thereof.

ARTICLE 25 BEGINNING AND DURATION OF AGREEMENT

This Agreement shall be in full force and effect from January 1, 2025, until December 31, 2030 and shall automatically continue from year to year thereafter. Either party desiring change or modification in the same shall notify the other party in writing at least one hundred twenty (120) days prior to the expiration of this Agreement. Such other party must grant a meeting to the party desiring change within thirty (30) days after such notification.

For the Village of Forsyth: _____ Village Administrator Date: _____ _____ Mayor Date: _____ ATTEST: _____ Village Clerk Date: _____	For the Union: _____ Josh McElravy, Business Manager Laborers' Local 159 Date: _____
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**APPENDIX A
SENIORITY LIST**

Employee	Hire Date	Years Of Service
Dunn	03/08/1987	38
Mentzer	10/31/2022	3
Barnett	10/23/2023	2
J Daniels	12/22/2023	1 (2 in December)
Fitzpatrick	12/28/2023	1 (2 in December)
S Daniels	04/08/2024	1
Bowers	04/22/2024	1

APPENDIX B
CHECK-OFF AUTHORIZATION AND ASSIGNMENT
LABORERS INTERNATIONAL UNION OF NORTH AMERICA LOCAL #159
2293 E. LOGAN ST. DECATUR, ILLINOIS 62526

I, _____, do hereby authorize my employer, Village of Forsyth, to deduct from my wages each week that I am working under the jurisdiction of the Laborers Union #159 the following amounts until my Initiation Fee of \$100.00 is paid in full.

1st Week.....\$25.00 2nd Week.....\$25.00
 3rd Week.....\$25.00 4th Week.....\$25.00

After my Initiation Fee of \$100.00 is paid in full, I authorize my employer to deduct \$41.00 per month for Dues from my wages each month, to be withheld the first week of each month. Should any employee fail to earn any wages for a given month, it shall be the responsibility of the employee to pay his dues for that month at the Union Office to maintain his Union Membership.

I understood that my employer will turn all money that he holds out of my check over to the Laborers Local #159 by the 15th day of the following month covering the hours worked the previous month, and that Laborers Local #159 will issue an official receipt to cover money that they receive, and give same to employer, who will deliver same to me.

This authorization shall be effective for a period of one (1) year or the expiration date of the current agreement, whichever first occurs, and shall automatically renew for subsequent contract terms of successive annual periods, thereafter, whichever first occurs, unless written notice is served upon the employer and the Union by the signatory hereto thirty (30) days prior to expiration of any term, if desired to termination this authorization.

Dues, fees, contributions, or gifts to the local Union 159 are not deductible as charitable contributions for federal income tax purposes. Dues and fees paid to Local Union 159, however, may qualify as business expenses and may be deducted as an "unreimbursed employees expenses," one of the miscellaneous job expenses that are deductive on Schedule A; Itemized Deductions of Form 1040.

 Print Name

 Address

 Social Security Number

 City State Zip

 Birth Date

 Telephone Number

 Signature Date

 Email Address

APPENDIX C WAGE TABLE

<u>Completed Years Of Service As Of</u>	<u>1/1/2026</u>	<u>1/1/2027</u>	<u>1/1/2028</u>	<u>1/1/2029</u>	<u>1/1/2030</u>
35 or more years	\$ 34.44	\$ 35.82	\$ 37.25	\$ 38.74	\$ 40.29
30-34 years	\$ 32.63	\$ 33.94	\$ 35.30	\$ 36.71	\$ 38.18
25-29 years	\$ 31.04	\$ 32.28	\$ 33.57	\$ 34.91	\$ 36.31
20-24 years	\$ 29.43	\$ 30.61	\$ 31.83	\$ 33.10	\$ 34.43
15-19 years	\$ 27.85	\$ 28.97	\$ 30.13	\$ 31.33	\$ 32.59
10-14 years	\$ 26.26	\$ 27.31	\$ 28.40	\$ 29.54	\$ 30.72
5-9 years	\$ 24.65	\$ 25.64	\$ 26.67	\$ 27.74	\$ 28.85
less than 5 years	\$ 23.06	\$ 23.98	\$ 24.94	\$ 25.94	\$ 26.98

**APPENDIX D
INCENTIVE PAY**

INCENTIVE PAY CRITERIA:		Additional Pay Per Hour
Illinois CDL B License With Air Brake Endorsement 1		\$1.50
Il. Department Of Agriculture Equipment Operator Certification for Mosquito Spraying 1		\$0.25
Ability To Operate Sewer Jet And Vacuum Equipment 2		\$0.25
Illinois EPA Class A Drinking Water Operator License 3		\$2.50
Illinois EPA Class A Drinking Water Operator-In-Training (OIT) Certificate 4		\$2.00
Illinois EPA Class B Drinking Water Operator License 3		\$1.50
Illinois EPA Class B Drinking Water Operator-In-Training (OIT) Certificate 4		\$1.00
Illinois EPA Class C Drinking Water Operator License 3		\$0.75
Illinois EPA Class C Drinking Water Operator-In-Training (OIT) Certificate 4		\$0.50
Illinois EPA Class D Drinking Water Operator License 3		\$0.25
Notes: 1 Upon successful course completion with passing grade, passing performance evaluation, and issued license. 2 Upon satisfactory performance evaluation of safety and operation of the equipment and all its uses. 3 Completion of required water operating hours and an issued IEPA license. 4 Successful passing of IEPA test, issued "Operator in Training" OIT Certificate. Drinking Water Operator Licenses shall not be cumulative, but instead, additional pay will be based on the highest achieved license by the employee (e.g. an employee holding a Class D and Class C Drinking Water Operator License would ear \$0.75 per hour in additional pay).		

NEW BUSINESS

ITEM 2



MEMORANDUM

To: The Honorable President and Board of Trustees
From: Ryan Raleigh, Director of Planning and Zoning
Date: December 12, 2025
Subject: Prairie Winds Subdivision Third Addition Final Plat

Sullivan Developers, LLC has made a request for a final plat for the major subdivision of a property described as follows: OUTLOT A OF PRAIRIE WINDS SUBDIVISION SECOND ADDITION AS PER PLAT RECORDED IN BOOK 5000 ON PAGE 348 OF THE RECORDS IN THE RECORDER'S OFFICE IN MACON COUNTY, ILLINOIS. The current parcel is known as parcel I.D. Number 07-07-14-200-014.

The parcel has been subdivided into lots as shown on the attached plat. The subdivision will be hereinafter known as and designated as PRAIRIE WINDS SUBDIVISION THIRD ADDITION.

RECOMMENDATION & FINDINGS OF FACT

To: Village of Forsyth Board of Trustees

From: Planning & Zoning Commission

Re: Recommendation for approval of a final plat for the real property legally described as OUTLOT A OF PRAIRIE WINDS SUBDIVISION SECOND ADDITION AS PER PLAT RECORDED IN BOOK 5000 ON PAGE 348 OF THE RECORDS IN THE RECORDER'S OFFICE IN MACON COUNTY, ILLINOIS

Date: December 12, 2025

On December 11, 2025, the Planning and Zoning Commission ("Commission") held a public hearing on the petition for approval of the final plat for a major subdivision of the property located in the Prairie Winds subdivision. The notice of the public hearing was published in the Herald & Review on November 26, 2025. A copy of the certificate of publication is attached.

Sullivan Developers, LLC owns the property in Prairie Winds and was approved for the preliminary plat in 2019 to build a subdivision for residential homes. The undeveloped portion of the property known as Outlot A has been developed and subdivided property into 14 lots. The final plat will change the legal description from its current description of OUTLOT A OF PRAIRIE WINDS SUBDIVISION SECOND ADDITION AS PER PLAT RECORDED IN BOOK 5000 ON PAGE 348 OF THE RECORDS IN THE RECORDER'S OFFICE IN MACON COUNTY, ILLINOIS and will hereinafter be known as and designated as PRAIRIE WINDS SUBDIVISION THIRD ADDITION.

A number of residents from the Prairie Winds neighborhood attended the meeting and expressed concern regarding a map amendment that was filed last month by a prospective builder to change a lot from R-1 to R-2. That amendment was cancelled when the lot was sold before the meeting. The neighbors wanted to verify that the new lots were R-1 and that there would not be any multi-family. We informed them that the development was indeed zoned for R-1. They did not have any other concerns.

Based on the public hearing, the Commission voted to 5 to 0 to recommend approval of the final plat attached here in as Exhibit 1. Based on the public hearing, the Commission found the special use will:

- (1) Be harmonious with and in accordance with the general objectives of the Comprehensive Land Use Plan and/or this Ordinance;
- (2) be designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity, and that such use will not alter the essential character of the same area;
- (3) not be hazardous or disturbing to existing or future neighborhood uses;
- (4) be adequately served by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water, sewers, and

- schools, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services;
- (5) not create excessive additional requirements at public cost for public facilities and services, and will not be detrimental to the economic welfare of the Village of Forsyth;
 - (6) not increase the potential for flood damage to adjacent property, or require additional public expense for flood protection, rescue, or relief; and
 - (7) not result in the destruction, loss, or damage of natural, scenic, or historic features of major importance to the Village of Forsyth.

Chairman, Planning & Zoning Commission

Mann Engineering & Surveying, LLC

P.O. Box 321
Forsyth, IL 62535
Ph. 217 433-4537
Email: mannengr@yahoo.com

November 6, 2025

Village of Forsyth
Attn: Plan Review Committee
301 S. Route 51
Forsyth, IL 62535

RE: Prairie Winds Subdivision 3rd Add.

I am submitting, on behalf of the owner, utility sign-off letters to be reviewed and approved by the Plan Review Committee and Board at their next regularly scheduled meetings.

Contact me with any questions or comments.

Sincerely,



Dana Mann, PE, PLS



November 5, 2025

Mann Engineering & Surveying, LLC
Attn: Dana Mann, PE, PLS
P.O. Box 321
Forsyth, IL 62535

RE: Prairie Winds Subdivision Third Addition - Project No. 1820B

Dear Mr. Mann:

Ameren Illinois has reviewed the Final Plat of Prairie Winds Subdivision Third Addition. Based on our engineering review, Ameren Illinois finds the Final Plat acceptable as submitted.

Once recorded, please forward a copy to my attention via e-mail.

If you have any questions, please call me at 217-412-5546.

Sincerely,

A handwritten signature in black ink, appearing to read "Dee Hortenstine".

Dee Hortenstine, SR/WA
Sr. Real Estate Agent

cc: Lauren Dougherty

AT&T Illinois
1640 E Hazel Dell
Springfield, IL 62703

11/5/25

Dana Mann, PE, PLS
Mann Engineering & Surveying, LLC
ph. (217) 433-4537
web: www.mannengr-survey.com

Re: PRAIRIE WINDS SUBDIVISION PHASE 3

Dear Mr. Mann:

AT&T will not require any additional easement(s) for the above addition.

Sincerely,

ANDREW L BENDER

Andrew L. Bender
AT&T OSPE, Decatur/Springfield, IL

RE: [EXTERNAL] Prairie Winds Subdivision Phase 3

From: Wyman, Ted (ted_wyman@comcast.com)

To: mannengr@yahoo.com

Date: Wednesday, November 5, 2025 at 07:45 AM CST

Mr. Mann,

Comcast has no cable facilities within the proposed Prairie Winds Subdivision and therefore has no objection to the subdivision.

The new utility easements that are shown for the Prairie Winds development are also acceptable to Comcast, as well.

If you have any questions in regards to this information, please don't hesitate to contact me.

Sincerely,

Ted Wyman
Comcast Cable
Right-of-Way Engineer
688 Industrial Drive
Elmhurst, IL 60126
Phone: (224) 229-5850 office (847) 652-6074 cell
Fax: (630) 359-5482
Ted_Wyman@comcast.com

From: Dana Mann <mannengr@yahoo.com>
Sent: Wednesday, November 5, 2025 6:23 AM
To: Wyman, Ted <ted_wyman@comcast.com>
Subject: [EXTERNAL] Prairie Winds Subdivision Phase 3

Mr. Wyman,

Mann Engineering & Surveying, LLC

P.O. Box 321
Forsyth, IL 62535
Ph. 217 433-4537
Email: mannengr@yahoo.com

October 31, 2025

Village of Forsyth
Attn: Plan Review Committee
301 S. Route 51
Forsyth, IL 62535

RE: Prairie Winds Subdivision 3rd Add.

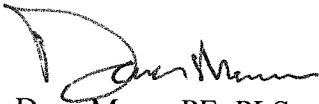
I am submitting, on behalf of the owner, a subdivision and certificates to be reviewed and approved by the Plan Review Committee and Board at their next regularly scheduled meetings. Enclosed with this submittal are:

- 4 – Copies (18"x24") of the final plat
- 1 – Copy (11"x17") of the final plat
- 3 – Signed copies of the Surveyor's Report
- 1 – Copy of the Approval Certificate (Planning & Zoning)
- 1 – Copy of the Approval Certificate (Board)
- 3 – Tax certificate
- 3 – Copies of the owner's declaration
- 3 – Owner's affidavit

Utility sign off letters are in progress and will be delivered separately.

Contact me with any questions or comments.

Sincerely,



Dana Mann, PE, PLS

APPROVAL (BOARD)

STATE OF ILLINOIS)

) SS

COUNTY OF MACON)

This is to certify that the attached Plat of PRAIRIE WINDS SUBDIVISION THIRD ADDITION, with the accompanying certificates, was submitted to the Board of the Village of Forsyth and was by the Board duly approved.

Dated this _____ day of _____, 2025.

Mayor of the Village of Forsyth, Illinois

Clerk of the Village of Forsyth, Illinois

APPROVAL (PLANNING AND ZONING COMMISSION)

STATE OF ILLINOIS)

) SS

COUNTY OF MACON)

Representing the Planning and Zoning Commission of the Village of Forsyth, Illinois, we do hereby approve the attached plat of PRAIRIE WINDS SUBDIVISION THIRD ADDITION for record,

this _____ day of _____, 2025.

Chairman, Planning and Zoning Commission
of the Village of Forsyth, Illinois

Attest: _____
Secretary, Planning and Zoning Commission
of the Village of Forsyth, Illinois

CERTIFICATE AS TO SPECIAL ASSESSMENTS

STATE OF ILLINOIS)

) SS

COUNTY OF MACON)

I, _____, Village Clerk of the Village of Forsyth,
do hereby certify that there are no delinquent or unpaid current or forfeited special assessments
or any deferred installments thereof that have been apportioned against the tract of land included
in the plat.

Dated at Forsyth, Macon County, Illinois, this _____ day of _____,
2025.

Clerk of the Village of Forsyth, Illinois

OWNER'S DECLARATION

BE IT KNOWN that Sullivan Developers, LLC, owner of the real estate hereinafter described and as shown on the attached Plat, the same being situated in the Township of Hickory Point, Macon County, Illinois, does hereby subdivide the premises hereinafter described:

OUTLOT A OF PRAIRIE WINDS SUBDIVISION SECOND ADDITION AS PER PLAT RECORDED IN BOOK 5000 ON PAGE 348 OF THE RECORDS IN THE RECORDER'S OFFICE IN MACON COUNTY, ILLINOIS.

and does hereby make the attached Plat of said Subdivision for the purpose of the sale of the several lots therein by number as designed on the said Plat and the undersigned does hereby designate the said subdivision as PRAIRIE WINDS SUBDIVISION THIRD ADDITION and the said Subdivision shall be so known hereafter; and the undersigned does hereby dedicate to the public to be used as public highways or streets and also for sewers, water mains, and public utilities, such portion of the above described premises shown on the Plat as "KATE COURT" as has not heretofore been dedicated. The undersigned dedicates the certain portions shown as easements on the Plat for sewers, water mains, and public utilities, hereby waiving in such portions so dedicated all rights under and by virtue of the Homestead Exemption Laws of the State of Illinois.

The Owner binds itself, its successors, grantees, and assigns as a covenant running with the land to compliance with all State and local laws, in effect from time to time, prohibiting discrimination or segregation by reason of race, religion, color, or national origin in the sale, lease, rental use, or occupation of the premises within such platted land or any part thereof, or the improvements thereon.

The Owner restricts the use of each of the lots of said Subdivision as follows:

SECTION I

The following covenants and restrictions in their entirety shall apply to Lots 22 to 35, both inclusive.

1. LAND USE AND BUILDING TYPE: Each lot shall be restricted to such use as is permitted in areas zoned "Residential" under this Ordinance of the Village of Forsyth, Illinois; no building shall be erected, altered, placed, or permitted to remain on any lot other than one detached single- family dwelling and a private garage.

2. ARCHITECTURAL CONTROL: No building shall be erected, placed, or altered on any lot until the construction plans and specifications and a plot plan showing the location of the structures have been approved by the Architectural Control Committee as to quality of workmanship and material, harmony of exterior design with proposed and existing structures, and as to location with respect to adjoining properties, topography, trees and shrubs, and finish

grade elevation. No fence or wall shall be erected, placed, or altered except on the rear of any lot unless similarly approved. Plans and specifications for construction of any structure must include provisions for expenditures on landscaping in an amount not less than 2% of the cost of said structure.

3. DWELLING TYPE, QUALITY AND SIZE: No residential dwelling of a total living area of less than 1,500 square feet, exclusive of open porches and attached garages, shall be erected on any lot. All construction shall be of new materials and of quality workmanship.

4. PUBLIC UTILITIES: Easements for the installation and maintenance of utilities and drainage facilities are reserved as shown on the recorded Plat. A perpetual easement is hereby created over, under, and across the area marked "easement for public utilities and/or drainage" as an easement appurtenant to each lot in this Subdivision for the installation, use, maintenance, repair and replacement of public utilities, including sewer, water, gas, electricity, telephone, and telegraph, with the right to use reasonable working space adjacent to said utility easements, and ways to access thereto, as needed during construction, repair, or maintenance of said facilities. Provided always, however, the utility company shall at its expense restore any such adjacent space area, (as well as the easement area), to its former condition and this applies to grass, trees, shrubbery, fencing, etc. No trees, shrubbery, structures, or materials shall be permitted to remain upon and within said easement which may damage or interfere with the installation, operation, or maintenance of the utilities. All utilities serving this Subdivision shall be installed underground and not otherwise, whether located within said utility easement or on private easements elsewhere on the lots in said subdivision, or in the streets and alleys, except switch and meter boxes, service risers, transformers, regulators, and similar equipment, and certain overhead electric transmission and distribution lines deemed necessary by the utility to connect the same to underground lines and wires. Each lot owner shall grant a written easement for such underground service when, because of the location thereof or other reasons, such easement is requested by the utility providing such service.

5. BUILDING LOCATION: No building shall be located on any lot nearer to the front lot line or nearer to the side street line than the minimum building setback lines shown on the recorded plat.

6. NUISANCES: No obnoxious or offensive activity shall be carried on upon any lot, nor shall anything be done thereon which may be, or may become, annoyances or nuisances to the neighborhood.

7. TEMPORARY STRUCTURES: No structure of a temporary character, trailer, basement, tent, shack, garage, or other building shall be used on any lot at any time as a residence, either temporarily or permanently.

8. SIGNS: No sign of any kind shall be displayed to the public view on a lot except one professional sign of not more than one square foot, one sign of not more than four square feet advertising the property for sale or rent, or signs used by a builder to advertise the property during a reasonable construction and sales period.

9. LIVESTOCK AND POULTRY: No animals, livestock, or poultry of any kind shall be raised, bred, or kept on any lot, except that dogs, cats, or other household pets may be kept provided that they are not kept, bred, or maintained for any commercial purpose.

10. GARBAGE AND REFUSE DISPOSAL: No lot shall be used or maintained as a dumping ground for rubbish, trash, garbage, or other waste, nor shall same be kept, except in sanitary containers. All incinerators or other equipment for the storage or disposal of such material shall be kept in a clean and sanitary condition.

11. SOD, DIRT, ROCKS: No sod, dirt, or rocks shall be taken out of the Subdivision as long as there is good use for this material for filling in any part of the Subdivision. The Architectural Control Committee shall designate a place, or places, within the Subdivision for dumping of such material as long as it is so needed.

12. COMMENCEMENT OF CONSTRUCTION: A purchaser of a vacant lot shall commence construction of a dwelling thereon within 12 months of having acquired title of said lot.

13. MISCELLANEOUS:

(a) If a lot Owner transfers all or a portion of its lot, then the transferee shall be bound by and subject to the terms of this Owner's Declaration, and the transferor shall be released from all liabilities accruing hereunder from and after such transfer with respect to all or the portion of such lot transferred.

(b) The terms of this Owner's Declaration shall be binding upon and shall inure to the benefit of all lot Owners in the subdivisions, together with their successors, assigns, and personal representatives, and shall run with the land.

(c) This Owner's Declaration may not be amended, modified, terminated or rescinded except with the approval of two-thirds of the lot Owners of the Addition. Notwithstanding, nothing shall preclude a developer or any lot Owner from completing a resurvey of any lot in this Addition, and dividing said lot into smaller lots.

(d) If any provision of this Owner's Declaration, or portion thereof, or the application thereof to any person or circumstance shall to any extent be held invalid, inoperative, or unenforceable, then the remainder of this Owner's Declaration, or the application of such provision or portion thereof to any other person or circumstance, shall not be affected thereby. It shall not be deemed that any such invalid provision affects the applicability of all provisions of this Owner's Declaration shall be valid and enforceable to the fullest extent permitted by law.

(e) This Owner's Declaration shall be construed according to the laws of the State of Illinois.

(f) Any notice, demand, request, consent, or approval permitted or desired be given hereunder shall be in writing and delivered by overnight delivery, personal service, or deposited

with the US Postal Service, registered and certified mail, return receipt requested, postage prepaid, to the address of the record Owner as shown by the records of the Supervisor of Assessments of Macon County, Illinois. Any notice shall be deemed to have been made or given on the date the same is received or receipt declined.

SECTION II

ARCHITECTURAL CONTROL COMMITTEE

1. The Architectural Control Committee is composed of Sullivan Developers, LLC.
2. A majority of the Committee may designate a representative to act for it. In the event of the death or resignation of any member of the Committee, the remaining members shall have full authority to designate a successor. Neither the members of the Committee, nor its designated representative shall be entitled to any compensation for services performed pursuant to this covenant. At any time the then record owners of two-thirds of the lots shall have the power through a duly recorded written instrument to change the membership of the Committee or to withdraw from the Committee or restore to it any or all of its powers and duties.
3. The Committee's approval or disapproval as required in these covenants shall be in writing. In the event the Committee or its designated representative fails to approve or disapprove within thirty (30) days after plans and specifications have been submitted to it, or in any event if no suit to enjoin the construction has been commenced prior to the completion thereof, approval will not be required and the related covenants shall be deemed to have been fully complied with.

IN WITNESS WHEREOF, _____ as OWNER of Sullivan Developers, LLC has executed this Owner's Declaration for Prairie Winds Subdivision Third

Addition this _____ day of _____, 2025.

SULLIVAN DEVELOPERS, LLC

By: _____

OWNER

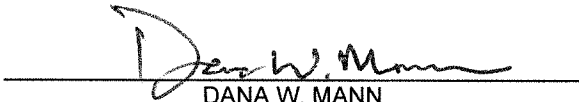
SURVEYOR'S REPORT

I, Dana W. Mann, Illinois Professional Land Surveyor, Certificate Number 3698, residing in Macon County, Illinois, do hereby report that at the request of **Sullivan Developers, LLC**, owner of the property hereinafter described, same being situated in the County of Macon and State of Illinois, I have made a true and accurate survey of the following:

OUTLOT A OF PRAIRIE WINDS SUBDIVISION SECOND ADDITION AS PER PLAT RECORDED IN BOOK 5000 ON PAGE 348 OF THE RECORDS IN THE RECORDER'S OFFICE IN MACON COUNTY, ILLINOIS.

And according to law I have subdivided the same into lots as shown on the attached plat made by me, designating thereon also right-of-ways, building lines and easement strips for public utilities and drainage, said subdivision to be hereinafter known and designated as "**PRAIRIE WINDS SUBDIVISION THIRD ADDITION**". The attached plat particularly describes, gives and sets forth the lengths, widths and number of lots therein, the names and widths of streets and I have placed the monuments indicated on the plat at all lot corners.

Dated October 31, 2025 at Forsyth, Illinois.


DANA W. MANN
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3698
P.O. Box 321
Forsyth, Illinois 62535
217-433-4537
Expires 11-30-2026

TAX CERTIFICATION

STATE OF ILLINOIS)

) SS

COUNTY OF MACON)

I, Josh Tanner, County Clerk in and for the County and State aforesaid, do hereby certify that I find no redeemable tax, tax sales or unpaid forfeited taxes against any of the real estate known and is more particularly described as follows:

OUTLOT A OF PRAIRIE WINDS SUBDIVISION SECOND ADDITION AS PER PLAT RECORDED IN BOOK 5000 ON PAGE 348 OF THE RECORDS IN THE RECORDER'S OFFICE IN MACON COUNTY, ILLINOIS

known as the following parcel I.D. Number (s): 07-07-14-200-014 to be known as "PRAIRIE WINDS SUBDIVISION THIRD ADDITION" and included therein.

IN WITNESS, I have hereunto set my hand and seal this 31st day of October 2025.



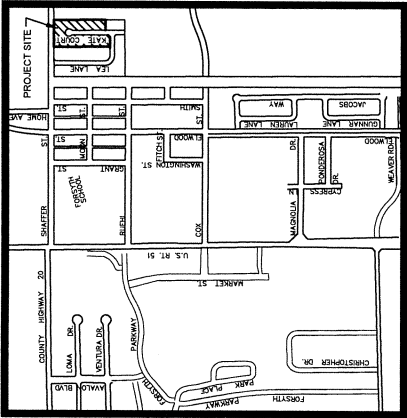
JOSH TANNER
MACON COUNTY CLERK

PRAIRIE WINDS SUBDIVISION THIRD ADDITION

A SUBDIVISION OF OUTLOT A OF PRAIRIE WINDS SUBDIVISION SECOND ADDITION AS PER PLAT RECORDED IN BOOK 5000 ON PAGE 348 OF THE RECORDS IN THE RECORDERS OFFICE IN, MACON COUNTY, ILLINOIS

OWNER / SUBDIVIDER:
SULLIVAN DEVELOPERS, LLC

LOCATION MAP



DRAINAGE STATEMENT

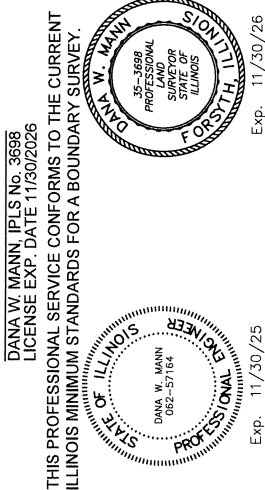
WE, THE UNDERSIGNED, RESPECTIVELY A REGISTERED PROFESSIONAL ENGINEER AND THE OWNER OR OWNERS OF THE LAND SUBDIVIDED HEREBY OR THE DULY AUTHORIZED ATTORNEY OR OWNERS, STATE THAT TO THE BEST OF OUR KNOWLEDGE AND BELIEF THE DRAINAGE OF THE SURFACE WATERS WILL NOT BE CHANGED BY THE CONSTRUCTION OF SUCH SUBDIVISION OR ANY PART THEREOF, OR THAT IF SUCH SURFACE WATER DRAINAGE IS CHANGED, REASONABLE PROVISION HAS BEEN MADE FOR THE COLLECTION AND DIVERSION OF SURFACE WATERS INTO PUBLIC AREAS, OR DRAINS WHICH THE SUBDIVIDER OR SUBDIVIDERS HAVE A RIGHT TO USE, AND THAT SUCH SURFACE WATERS WILL BE PLANNED FOR IN ACCORDANCE WITH THE GENERALLY ACCEPTED ENGINEERING PRACTICES SO AS TO REDUCE THE LIKELIHOOD OF DAMAGE TO THE ADJOINING PROPERTY BECAUSE OF THE CONSTRUCTION OF THE SUBDIVISION.

OWNERS/SUBDIVIDER	DATED
DANA W. MANN, PROFESSIONAL ENGINEER No. 57164	DATED

GENERAL NOTES

1. ALL LOT CORNERS ARE MARKED WITH IRON PINS UNLESS OTHERWISE NOTED.
2. ALL EASEMENTS ARE FOR DRAINAGE AND PUBLIC UTILITIES UNLESS OTHERWISE NOTED.
3. NO PART OF THIS PROPERTY COVERED BY THIS PLAT OR SUBDIVISION IS SITUATED WITHIN 500 FEET OF A SURFACE DRAIN OR WATERCOURSE SERVING A TRIBUTARY AREA OF 640 ACRES OR MORE.
4. ALL OF THIS PROPERTY IS WITHIN THE CORPORATE LIMITS OF THE VILLAGE OF FORSYTH.
5. FIELD WORK COMPLETED NOVEMBER 2025.
6. BUILDING SETBACKS R-1 ZONING:
 - A. FRONT YARD - 30 FEET
 - B. SIDE YARD - 7 FEET
 - C. REAR YARD - 25 FEET
7. THE SUBJECT PARCEL APPEARS ON F.E.M.A.'S "FLOOD INSURANCE RATE MAP" FOR MACON COUNTY AND INCORPORATED AREAS, MAP NUMBER 17115C0190D WITH AN EFFECTIVE DATE OF JUNE 16, 2011. THE SUBJECT PARCEL IS LOCATED IN "ZONE X" (AREAS OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN).
8. BEARINGS SHOWN ARE ASSUMED.
9. ALL DIMENSIONS ON CURVES ARE CHORD DIMENSIONS AND RADII AT STREET INTERSECTIONS ARE 30 FEET UNLESS OTHERWISE NOTED.
10. NO LOT SHALL HAVE DIRECT ACCESS TO COUNTY HIGHWAY 20.
11. 30 FEET WIDE EASEMENT FOR PUBLIC UTILITIES AND WALKWAY/BIKE PATH EASEMENT.

I, DANA W. MANN, ILLINOIS PROFESSIONAL LAND SURVEYOR No. 3698, DECLARE THAT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF THIS IS A CORRECT REPRESENTATION OF A SURVEY MADE UNDER MY DIRECTION AT THE REQUEST OF AND THE EXCLUSIVE BENEFIT OF THE OWNERS OR THEIR REPRESENTATIVES ON OCTOBER 31, 2025.



THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

- IRON PIN SET (5/8"x30")
- IRON PIN FOUND (5/8" & 1/2")
- CONCRETE MONUMENT
- EASEMENT LINE
- RIGHT-OF-WAY LINE
- BUILDING SETBACK
- LOT LINE
- BOUNDARY LINE
- STREET CENTERLINE

ZONING OFFICIAL
DATED: _____
APPROVED BY: VILLAGE ADMINISTRATOR

FORSYTH VILLAGE BOARD
DATED: _____
APPROVED BY: MAYOR
ATTESTED BY: VILLAGE CLERK

FORSYTH PLANNING & ZONING COMMISSION
DATED: _____
APPROVED BY: CHAIRMAN
ATTESTED BY: SECRETARY

REVIEWED	DATE
Drawn By: D. MANN	10/31/2025
Scale: 1" = 80'	
Project No. 1820B	

MANN ENGINEERING & SURVEYING, LLC
P.O. BOX 321
FORSYTH, IL 62535
TEL: 217-433-4537
EMAIL: MANNENGR@YAHOO.COM
ILLINOIS DESIGN FIRM No. 184-007055

FINAL PLAT	PRAIRIE WINDS SUBDIVISION THIRD ADDITION FORSYTH, ILLINOIS
Sheet No. 1 OF 1	Project No. 1820B

NEW BUSINESS

ITEM 3

RESOLUTION NUMBER: 11-2025**A RESOLUTION AMENDING THE ANNUAL OPERATING AND CAPITAL BUDGET FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2025, AND ENDING DECEMBER 31, 2025**

WHEREAS, the Mayor and Board of Trustees of the Village of Forsyth, Illinois, adopted the Annual Operating and Capital Budget for The Fiscal Year Beginning January 1, 2025, And Ending December 31, 2025; and

WHEREAS, the Mayor and Board of Trustees have determined that it is the best interests of the Village to amend said Annual Operating and Capital Budget for the Fiscal Year Beginning January 1, 2025, And Ending December 31, 2025.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF FORSYTH, MACON COUNTY, ILLINOIS, AS FOLLOWS:

SECTION ONE: That the foregoing recitals be and the same are hereby incorporated herein by this reference and made a part hereof as though fully set forth.

SECTION TWO: That the Annual Operating and Capital Budget for the Fiscal Year Beginning January 1, 2025, And Ending December 31, 2025, be and the same is hereby amended as follows:

Where necessary to Add or Increase line items in the following amounts due to unforeseen expense(s)/purchase(s):**Water Fund:**Expenses:

51-00-423	Salaries-overtime	\$ 16,200	(increased from \$ 14,600)
51-00-512	Equipment Maintenance Service	\$ 131,500	(increased from \$ 100,000)
51-00-513	Vehicle Maintenance Service	\$ 80,500	(increased from \$ 15,000)
51-00-549	Other Professional Services	\$ 2,300	(increased from \$ 1,500)
51-00-549-2	Online Payments Service Fees	\$ 5,000	(increased from \$ 4,000)
51-00-613	Vehicle Maintenance Supplies	\$ 400	(increased from \$ 100)
51-00-652	Operating Supplies	\$ 12,000	(increased from \$ 10,000)
51-00-929	Miscellaneous Expense	\$ 330	(increased from \$ 100)

Sewer Fund:Expenses:

52-00-423	Salaries-Overtime	\$ 2,600	(increased from \$ 2,000)
52-00-512	Equipment Maintenance Service	\$ 40,100	(increased from \$ 40,000)
52-00-513	Vehicle Maintenance Service	\$ 500	(increased from \$ 100)
52-00-549	Other Professional Services	\$ 2,500	(increased from \$ 1,500)
52-00-549-2	Online Payments Service Fees	\$ 5,000	(increased from \$ 4,000)
52-00-552	Telephone/Internet	\$ 9,500	(increased from \$ 7,500)
52-00-560	Professional Development	\$ 2,000	(increased from \$ 500)
52-00-612	Equipment Maintenance Supplies	\$ 17,000	(increased from \$ 2,000)

SO RESOLVED this 16th day of December 2025 at Forsyth, Macon County, Illinois.

	YES	NO	ABSENT	PRESENT
ASHBY				
KIDD				
LONDON				
SHAW				
WENDT				
YOUNG				
PECK				
TOTAL				

VILLAGE OF FORSYTH

Jim Peck, Village Mayor

Attest:

Cheryl Marty, Village Clerk