Chapin Board of Trustees Meeting

August 8, 2018

The Board of Trustees of the Village of Chapin met at 7:00 p.m. at the Chapin Village Hall. The meeting was called to order by Village President, Robert Luttrell. The Pledge of Allegiance to the United States of America was led by President Luttrell. Roll Call: L Forsman, yea. A Knox, yea. L Hamilton, yea. R Brockhouse, yea. M Newell, yea. M Brockhouse, yea. All present. Also, in attendance, Cameron Jones from Benton and Associates. Jeff Bourne, Matt Dixon, Shawn Barber, Scott Pahlmann, Ronnie UpChurch.

Cameron Jones presented information regarding a Proposal for providing Professional Engineering, Surveying and Technical Services regarding the proposed improvements to the wastewater treatment plant Aeration system to replace the existing aeration system. After discussion amongst the Board Members, Trustee Hamilton made a motion to Approve the Engineering Services Agreement for the DECO Aeration System Project. A second was made by Trustee M Newell. Roll call: L Forsman, yea. A Knox, yea. L Hamilton, yea. R Brockhouse, yea. M Newell, yea. M Brockhouse, yea. Motion carries, 6 yeas.

Jeff Bourne and Matt Dixon presented to the Board their idea of a BBQ restaurant in connection with the local gas station, A & A Chapin, and it would be in what was the car wash area. It would be open weekends initially and would feature smoked meats. They are just in the planning part at this time but wanted the Board and City Officials to know their plans.

**Minutes from the Previous Meeting, July 11, 2018:** A motion was made by Trustee Forsman, and second by Trustee R Brockhouse to accept and approve the minutes from the July 11, 2018 Board of Trustees Meeting. Roll Call: Hamilton, yea. A Knox, yea. L Forsman, yea. M Newell, yea. M Brockhouse, yea. R Brockhouse, yea. Motion Carries, 6 Yea

**Bills and Transfers:** A motion was made by Trustee Newell and second by Trustee M Brockhouse to accept and approve the Bills and Transfers. Roll Call: R Brockhouse, yea. M Newell, yea. M Brockhouse, yea. L Hamilton, yea. A Knox, yea. L Forsman, yea. Motion Carries, 6 Yeas.

**Financial Reports:** Utility Bill Aging, Acct. # 064-118-002, will be paid in full by the Salvation Army. Acct.# 310-1729-002 has been shut off due to non-payment. Chapin State Bank Certificates of Deposit, two certificates are close to maturing. Cemetery Fund will mature on September 10, 2018 and Motor Fuel Tax Fund will mature on September 25, 2018. The Chapin State Bank is offering a CD Special in September at 1.50 % for 18 months. The Board Members agreed to place the Cemetery Fund, $10,280.01 and Motor Tax Fuel Fund, $354,442.44, each in a new CD at 1.50% for 18 months. Trustee Forsman made a motion to accept and approve the Financial Report as well as the purchase of the two new Certificates of Deposit for the Cemetery Fund and Motor Tax Fuel Fund. A second was made by Trustee Knox. Roll call: Hamilton, yea. M Brockhouse, yea. Newell, yea. R Brockhouse, yea. L Forsman, yea. A Knox, yea. Motion carries, 6 Yeas.

***Committee and Department Reports:***

**Chapin Police Department:** Report was presented by Officer Barber. Officer Barber stressed to the Board the importance of getting the squad car replaced. Without the squad car, there were no days of coverage for the Village. Officer Barber presented to the Board a proposal for a replacement squad car that he has located through a government sale. It is a 2014 Ford Explorer Police Interceptor with $18,388 miles for $13,500. It is in Kansas City and in excellent condition. After discussion amongst the Board Members, Trustee M Brockhouse made a motion to allow the purchase of the Ford Police Interceptor, and to accept and approve the Chapin Police Department. A second was made by Trustee Knox. Roll Call: R Brockhouse, yea. M Newell, yea. M Brockhouse, yea. L Hamilton, yea. A Knox, yea. L Forsman, yea. Motion Carries, 6 Yeas.

**Chapin Fire Department:** Report was presented by Fire Chief, Scott Pahlmann. Chief Pahlmann reports that both Engines 1711 and 1712 were taken to Bluffs for pump testing by Alexis Fire Equipment with both Engines passing. On July 12, 2018 a meeting was held, and Chief Pahlmann reviewed with Steve Ford and Colton Rodems the upcoming ISO inspection and requested their help with the inspection.

On July 26, Chuck Knapp, a salesperson for MES Fire Equipment, demonstrated a Bubblecup nozzle from Task Force Tips. The Bubblecup nozzle performed much better than the current foam nozzle. Mr. Knapp also gave some pointers pumping and using foam. Upcoming, Chief Pahlmann with participate in a webinar for ESO Solutions software on August 9, 2018. August 11, 2018, assist with Chapin Christian Church 5 K as well as Volunteer at Concord Fish Fry.

Requests: Chief Pahlmann would like to purchase a Task Tip Bubblecup Foam Nozzle $320.00 a 90-degree swivel elbow $135.00, and supplies to mount foam bypass educator and secure foam pail in the bumper hose well of 1712- not to exceed $150.00, total $605.00

Colton Rodems and Daniel Edmonds have completed their one-year probationary period. Both are attentive and ask good questions. They are active participants in training and other departmental activities. I would like to add both on as full members to the department.

**Chapin Water Superintendent Report:** Report was given by Ron UpChurch. Ron reports regarding the Water Filtration Plant& Distribution, Skid A has a cracked fitting in the same location as Skid B did in June 2018. The plumber was contacted, and repairs should be made by the end of week. A broken connection on the power pole in front of the Water Plant was found and reported to Ameren and repairs were made the same day. Sludge treatment has begun at the lagoon and is moving along with no problems. There has been effort made to remove as much Duck Weed as possible. The new stairs for the lagoon was delivered and before installation the Work camp will paint them. Preparation has begun for the road surfacing and routine maintenance continues. This brought some conversation between the Board Members regarding Oak and Elm street in regards to right of way and water meter shut offs. Trustee Forsman made a motion to accept and approve the Chapin Water Department Report, a second was made by Trustee Knox. Roll Call: M Newell, yea. M Brockhouse, yea. L Hamilton, yea. A Knox, yea. L Forsman, yea. R Brockhouse, yea. Motion Carries, 6 Yeas. Trustee R Brockhouse made a motion to have Oak street surveyed, and a second was made by Trustee M Brockhouse. Roll Call: A Knox yea. L Forsman, yea. R Brockhouse, yea. M Newell, yea. M Brockhouse, yea. Hamilton, yea. Motion Carries, 6 Yeas.

**Chapin Area Rescue Squad Report:** Report was presented by President Luttrell. CARS will be conducting Hands Only CPR Training at the Concord Fish Fry on August11, 2018. Ambulance 3H99 experienced an inner rear tire failure on the way to mutual aid call in Jacksonville. The tire has since been replaced. Bryce has received a quote on upgrading one of the tool sets with Lithium batteries. This system is from Power Hawk Tools and includes a new charger and battery pack for around $1400.00. Since the current batteries are still holding a charge, he will defer the upgrade until we need to replace our current batteries. Bryce also states in his report that he was asked if CARS would be interesting in purchasing a pair of Res-Q-Jacks that had been used as demos. These jacks come in a kit that retails for $5000.00. They can be used for a number of stabilization scenarios and take the place of crates of cribbing, which there is limited room on 3H11. While rachet straps needed to secure the struts are not included, the pair is being offered for $500.00. Requesting we purchase a pair of straps at Home Depot. Bryce also has a request regarding a purchase of a television. With the use of IAR in addition to FTR for scheduling and response information, CARS would like to purchase a TV and mount to connect to the IAR site. This would allow responders to see where the location of the call and its additional call information when they get into the station. The TV cost would NTE $350.00 and a mount of NTE $100.00. The computer and cables are already owned by CARS. Trustee R Brockhouse made a motion to approve and accept the CARS report, to purchase the Res-Q-Jacks and rachet straps not to exceed $5500.00. A second was made by Trustee Hamilton. Roll Call: M Newell, yea. M Brockhouse, no. L Hamilton, yea. A Knox, yea. L Forsman, yea. R Brockhouse, yea. Motion Carries, 5 Yeas. 1 No.

Old Business: Nothing

New Business:

1. Approve the Engineering Services Agreement for the DCEO Aeration System Project: Covered and approved at the beginning of the meeting, see above.
2. Discussion & Possible Approval of the Purchase of a Squad Car: See above, covered and approved in Police report.

3) Approve Departmental Budgets: Upon review of the Budgets, Trustee Forsman made a motion to accept and approve the Departmental Budgets. A second was made by Trustee R Brockhouse. Roll Call: A Knox, yea. L Forsman, yea. R Brockhouse, yea. M Newell, yea. M Brockhouse, yea. Hamilton, yea. Motion Carries, 6 Yeas.

4) Approve an Ordinance Authorizing the Disposal of Personal Property: Trustee Forsman made a motion to accept and approve an Ordinance Authorizing the Disposal of Personal Property. A second was made by Trustee Knox. Roll call: Hamilton, yea. M Brockhouse, yea. Newell, yea. R Brockhouse, yea. L Forsman, yea. A Knox, yea. Motion carries, 6 Yeas This is Ordinance #2018-9.

5) Discussion & Possible Approval of Foam Nozzle, 90 Degree Swivel Elbow & Supplies for 1712:

6) Discussion & Possible Approval of New Members for Fire Department: After discussion amongst Boards Members regarding items 5 & 6, Trustee M Brockhouse made a motion to accept and approve the purchase of a Foam Nozzle, 90-degree swivel elbow and supplies not to exceed $605.00 in addition to accepting and approving the two members, Colton Rodems and Daniel Edmonds and full members of the Chapin Fire Department. A second was made by Trustee Hamilton. Roll Call: A Knox, yea. L Forsman, yea. R Brockhouse, yea. M Newell, yea. M Brockhouse, yea. Hamilton, yea. Motion Carries, 6 Yeas.

7) Discussion & Possible Approval of Sewer Credit Due for Filling Swimming Pool-620 Superior Street: The sewer credit for this resident would be $ 18.37

8) Discussion & Possible Approval of Sewer Credit Due for Filling Swimming Pool-111 Superior Street: The sewer credit for this resident would be $ 80.88 Trustee Knox made a motion to accept and approve the sewer credits for both residents, one at 620 Superior and at 111 Superior. A second was made by Trustee Hamilton. Roll Call: M Newell, yea. M Brockhouse, yea. L Hamilton, yea. A Knox, yea. L Forsman, yea. R Brockhouse, yea. Motion Carries, 6 Yeas.

9) Discuss Fall Clean Up Dates: After discussion amongst the Board Members they decided that Fall Clean Up Days would be held on October 5th and 6th.

10) Discussion & Possible Approval of the Purchase of a Television for IAR for CARS: Moved to Old Business September 2018 meeting.

11) Discussion & Possible Approval of the Purchase of Rescue Jacks for Cars: See above in Chapin CARS report earlier.

12) Discussion & Possible Approval of the Purchase of Uniforms & T shirts for CARS: Moved to Old Business September 2018 meeting.

13) Discussion and Possible Approval of Joining the Illinois Public Works Mutual Aid Network: Tabled.

Trustee M Brockhouse made a motion to adjourn the meeting, this was seconded by Trustee Knox.

Roll Call: L Forsman, yea. Hamilton, yea. A Knox, yea. M Newell, yea. M Brockhouse, yea. R Brockhouse, yea. Motion Carries, 6 Yeas.