**Chapin Board of Trustees**

**Special Meeting**

**May 25, 2017**

 The Chapin Board of Trustees met May 25, 2017 @ 7:00 pm, for a Special Meeting at the Village Hall to Approve IML Workshop Fees, Discuss the Purchase of Flag Poles for the Parks, Approve Payment to BCBS Illinois, and the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Village.

 The meeting was called to order by President Robert Luttrell. Pledge of Allegiance to the Flag of the United States of America, and was led by President Luttrell. Roll Call of Trustees: Forsman present Knox present, Hamilton present, M Brockhouse present, Newell absent, R Brockhouse present. Also present were guest, Larry Knox, spouse of Trustee Anita Knox, and Rosanne Hamilton, Village Clerk.

 The Trustees discussed the upcoming Illinois Municipal League Workshops. There are several different IML workshop locations, and Trustee Hamilton, and Trustee Knox would like to attend the one being held June 9, 9;00 am– 3:30 pm, at the IML Office in Springfield IL. Trustee Forsman is looking at attending one later in Mt. Vernon, IL due to a conflict of scheduling for the June 9th date. Cost to attend is $75.00 per person. Motion was made by M Brockhouse to have Trustees Hamilton and Knox attend the IML training in Springfield, IL on June 9th at the cost of $75.00 per person with the Village to pay for their registration fees. Second by Trustee Knox. Roll Call: Forsman yea, Knox yea, Hamilton yea, R Brockhouse yea, Newell absent, M Brockhouse yea. Motion carried, 5 yeas, 1 absent.

 The second topic that the Trustees discussed was that of the Flag poles to be purchased and placed in the parks. Trustee M Brockhouse stated that the poles that he had looked to purchase were to be made of steel but the cost was much more than anticipated. Poles that he did look into getting have had several different issues in actually being able to obtain them, parts per shorted, and he was finally able to get an order for one, which is aluminum. The cost was $800.00 and should be arriving within the next week or the following. Trustee Forsman brought up information on the Flag poles that she has been researching through CollinsFlags.com. The cost for one of their flag poles is $637.00 for 25’ External Halyard Aluminum Flagpole. Additional discussion was held amongst the Trustees . Freight for 2 poles from Collins is $296.00 and Trustee Forsman was going to check to see if there would be a price break for the shipping of just one pole.

Trustee R Brockhouse made a motion, that the Village purchase the second flag pole from CollinsFlags.com for a 25 foot pole at the cost of $637.65 and that Trustee Forsman see if they can get the shipping cost lowered for one pole. Second by M Brockhouse. Roll call: M Brockhouse yea, Newell absent, R Brockhouse yea, Hamilton yea, Knox yea, Forsman yea. Motion carried, 5 yeas 1 absent.

 Next on the agenda was the Approval of Payment to BCBS Illinois for medial insurance for new employee Ron Upchurch. Ron is needing the Village to cover himself and family for the first 30 days until his children are fully covered under the State of Illinois Kids First Program. President Luttrell stated that the premium cost for Mr Upchurch and family would be $1306.05 and that Ron was willing to cover $500.00 of the cost of the premium through his Village payroll reduction. President Luttrell also stated once Mr Upchurch’s children were enrolled under the Kids First Program that the premium costs would go down and at that time he would like to see the Village lower the cost share of the premium that Mr. Upchurch pays go from $500.00 per month to $300-350.00 and the Village would cover the difference upon the approving vote of his hiring. A motion was made by Trustee Forsman, that the Village pay the full premium of $1306.05 to BCBS Illinois for the first 30 days of employment with the Village for medical coverage for Mr. Ron Upchurch and his family. Seconded by Trustee Knox. Roll call: Hamilton yea, Knox, yea, Forsman yea, R Brockhouse yea, Newell absent, M Brockhouse nea. Motion carries, 4 yeas, 1 nea, 1 absent.

 Next on the agenda was the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Village.

President Luttrell reported that employee Jeff McIntire turned in his resignation today, May 25, 2017. President Luttrell and the Village received a resignation letter from EJ DeGroot. The letter states that he will no longer be able to serve the Village as Licensed Water Operator as of June 30, 2017 and that the recent contract through June 30, 2018 is now null and void. After much discussion . A motion was made by Trustee Hamilton to accept the resignation of Jeff McIntire and EJ DeGroot. Second by Trustee Forsman. Roll Call: M Brockhouse yea, Newell absent, R Brockhouse yea, Hamilton yea, Knox yea, Forsman yea. Motion carried, 5 yeas 1 absent.

 The Trustees then discussed the hiring of Ron Upchurch. After discussion regarding Mr. Ron Upchuch, it was decided the rate of pay would start at $14.00 per hour. Trustee Forsman made a motion that they hire Ron Upchurch to replace Jeff McIntire, and he would start at $14.00 per hour, effective May 26, 2017 . Second by Hamilton. Roll Call: Forsman yea, Knox yea, Hamilton yea, M Brockhouse yea, Newell absent, R Brockouse yea. Motion carried 5 yeas,

1 absent.

 The Trustees then discussed the hiring of Allen Wayne Nelson to take the place of Mr. Day, whom is battling an illness. Mr Nelson would be the Facility Operator at the Wastewater Treatment Facility. A motion was made by Trustee Forsman to hire Allen Wayne Nelson as Facility Operator at the same fee, of $200.00 per month beginning June 1, 2017. Second by R Brockhouse. Roll Call: Forsman yea, Knox yea, Hamilton yea, M Brockhouse yea, Newell absent, R Brockhouse yea. Motion carried, 5 yeas, 1 absent.

 The Trustees then discussed hiring Kaleb Brogdon as summer help. A motion was made by Trustee Knox to hire Kaleb Brogdon as summer help at $10.00 per hour, starting date would be May 31, 2017. Second by Trustee Forsman. Roll Call: R Brockhouse yea, Newell absent, M Brockhouse yea, Hamilton yea, Knox yea, Forsman yea. Motion carried, 5 yeas 1 absent.

 Trustee Forsman wanted to let the Board members know that they will be here on May 30, 2017 to put the seal coat at the park. They will put first coat one, and will allow it to dry and apply the second coat on same day, and that the Board will need to decide at a later date of how and when they will want to paint the markings on the basketball court area. President Luttrell stated that he will make sure to get that area roped off for the seal coating.

 Trustee Hamilton made a motion to adjourn the Special Meeting of the Chapin Village Board Members. Second by Trustee Knox. Roll Call: Forsman yea, Knox yea, Hamilton yea, M Brockhouse yea, Newell absent, R Brockhouse yea. Motion carried, 5 yeas, 1 absent. Meeting adjoured @7 :35 pm

Respectfully Submitted,

Rosanne Hamilton, Village Clerk.