

Village of Chapin

Special Minutes of Board of Trustees' Meeting

April 1, 2026

The meeting was called to order at 6:30 p.m. by Village President Rex Brockhouse. The following trustees were present for the roll call after the Pledge of Allegiance: Trustee Adam Brockhouse, Trustee Diane Barber, Trustee Mary Rae Brockhouse, Trustee David Luttrell, Trustee Erin Morrow, and Trustee Kristel Little. Also present were Christina Courier, Treasurer, and Village Clerk Bailey Walters.

Christina Courier presented a drawing on behalf of 613 North St of their plans of building a garage. The property owners talked with their neighbors, and they are okay with them building a new garage. There is a portable shed on the property and the owners would like a more permanent structure. The owners will also be building the structure themselves. Trustee Morrow motioned to approve the Findings of Fact for Petition for Variance, and Ordinance 2026-01 of Granting a Variance for 613 North St. Trustee Barber seconded the motion. The motion was approved by the unanimous roll call vote of the Trustees present: A. Brockhouse, yes; Luttrell, yes; Little, yes; Morrow, yes; Barber, yes; and M. Brockhouse, yes. The motion passed 6-0.

After further discussion with the Village's insurance carrier, they have an exclusion for "Retailers Liquor License" holders so the Village will need to obtain a separate liquor liability insurance policy. This will then allow the Village to move forward with applying for a liquor license to serve alcohol at the Queen of Hearts event. Three quotes from area brokers were provided for review. Trustee Luttrell motioned to approve the insurance policy quote of \$443/year from Ferguson Insurance. Trustee M. Brockhouse seconded the motion. The motion was approved by the unanimous roll call vote of the Trustees present: A. Brockhouse, yes; Luttrell, yes; Little, yes; Morrow, yes; Barber, yes; and M. Brockhouse, yes. The motion passed 6-0.

At this time, there is one CD that was set to renew on 3/27/2026. Trustee A. Brockhouse motioned to approve the new CD rate of 9 months at 3.31% with Heartland Bank and Trust. Trustee Morrow seconded the motion. The motion was approved by the unanimous roll call vote of the Trustees present: A. Brockhouse, yes; Luttrell, yes; Little, yes; Morrow, yes; Barber, yes; and M. Brockhouse, yes. The motion passed 6-0.

Bryce McCormick submitted two written quotes for a new generator for the fire house. One quote was from Jess Electric for a 24 KW w/200-amp T/S for \$11,100 and a quote from Ryan Electric Solutions for a 22KW w/200-amp T/S for \$13,975. Jess Electric noted in their quote that their price did not include a larger gas meter from Ameren, which will be needed for

the new generator. This project will be covered by grant funds that were awarded by the OSFM Firehouse Rehabilitation Grant, of which half has been received at \$14,207.50. Since both quotes are coming in under the full award of \$28,415, Bryce said he would check into if the OSFM would allow something else to be done utilizing the remaining funds. Trustee M. Brockhouse motioned to accept the quote from Jess Electric for \$11,100. Trustee A. Brockhouse seconded the motion. The motion was approved by the unanimous roll call vote of the Trustees present: A. Brockhouse, yes; Luttrell, yes; Little, yes; Morrow, yes; Barber, yes; and M. Brockhouse, yes. The motion passed 6-0.

Trustee A. Brockhouse motioned to adjourn the meeting at 6:42 pm. Trustee Barber seconded the motion. The motion was approved by the unanimous roll call vote of the Trustees present: A. Brockhouse, yes; Luttrell, yes; Little, yes; Morrow, yes; Barber, yes; and M. Brockhouse, yes. The motion passed 6-0.

The meeting adjourned at 6:43 pm.

Respectfully submitted,

Bailey Walters, Village Clerk