

**Chapin Board of Trustees Meeting
November 8, 2017**

The Board of Trustees of the Village of Chapin met at 7:00 pm at the Chapin Village Hall. The meeting was called to order by Village President, Robert Luttrell. The Pledge of Allegiance of the United States of America was let by President Luttrell. Roll Call: Roll call: R. Brockhouse, present. Newell, present, M. Brockhouse, present, Hamilton, present. Knox, present. Forsman, present. 6 present. Also in attendance was Village Attorney, Allen Yow, Steve Edwards, Village Treasurer- Wendy Bridgewater, Village Police Chief, Jake Beard, Village Fire Chief, Scott Pahlmann, and Village Clerk, Rosanne Hamilton.

The minutes from the previous month's meeting were available for review for the Trustees. Trustee Forsman made a motion to approve the October 11, 2017 meeting minutes. Second was made by Trustee, R. Brockhouse. Roll call: Hamilton, yea. M Brockhouse, yea. Newell, yea. R Brockhouse, yea. Forsman, yea. Knox, yea. Motion carries, 6 Yeas

Bills and Transfers: The Bills and Transfers were reviewed by the Board Trustees. Upon review, Trustee Knox made a motion to approve and accept the Bills and Transfers. This was second by Trustee M. Brockhouse.

Financial Reports & Utility Bill Aging: Financial reports were reviewed by the Board Trustees. Utility Bill Aging, customer #018-819-005 has been shut off as of 10-31-2017. Customer #064-118-002, the Salvation Army will be paying the bill. A motion was made by Trustee Forsman to accept the Financial Reports and Utility Bill Aging Report. A second was made by Trustee Knox. Roll call: Knox, yea. Forsman, yea. R Brockhouse, yea. Newell, yea., M Brockhouse, yea, Hamilton, yea. Motion carries, 6 Yeas.

Committee and Department Reports:

Chapin Police Department: The Police report was presented by Chief Jake Beard. Chief Beard reports that Officer Shawn Barber is out due to a torn biceps from a civilian injury. He will be having surgery and need recovery time. He also reports that Officer Kindred and Haas paperwork has been submitted for PTI reimbursement. Office Kindred will be doing his final checkout ride November 15, 2017 and Officer Haas had completed his on November 10, 2017. He has received an application from the Ex-Chief of Police of Virginia, which is under review and he present information to the Board at the December meeting. Chief Beard advised the Board that he is interested in obtaining a vault for guns and evidence. He thinks it will be somewhere between \$1000.00- 1500.00. There was some talk amongst the Board members regarding the vault. He requests permission to purchase at this time as he is hoping to find one during the Black Friday sales. Trustee Hamilton made a motion to accept the Chapin Police Department Report and to approve the purchase of a vault up to \$1500.00 which would come out of the Police Fund. Motion was seconded by Trustee R. Brockhouse. Roll call: Hamilton, yea. M Brockhouse, yea. Newell, yea. R Brockhouse, yea. Forsman, yea. Knox, yea. Motion carries, 6 Yeas

Chapin Fire Department: Chief Pahlmann presented a report from the Department. On October 30th and 31st the Fire Department passed out candy along with the Rescue Squad and Triopia FFA members for Trick or Treating. On November 2nd, Firefighter, Josh Crews and Chief Pahlmann visited the morning and afternoon Pre-K classes, Kindergarten, First and Second grades at Triopia school to review Fire Safety. He stated that he had 2 calls in November, both on the 7th. There will be no meeting at the Fire house on November 23rd, due to Thanksgiving. The request the Chief presented to the Board was that he would like for the Fire Department to enter into an agreement with Fitness World Health Club and that information is listed under **New Business**. Trustee R. Brockhouse made a motion to accept and approve the Chapin Fire Department Report. Motion was seconded by M. Brockhouse. Roll call: R Brockhouse, yea. Newell, yea, M Brockhouse, yea, Hamilton, yea. Knox, yea. Forsman, yea. Motion carries, 6 Yeas.

Chapin Area Rescue Squad Report: Report was presented by Village President Luttrell. The CARS Policy 1001 which is attached has been updated and reviewed by Village Attorney, Allen Yow. CARS Emergency Medical Responder (EMR) course was approved by MMC and IDPH. There will be an informational meeting on November 14th, 2017. The course is open and free for all individuals that live in the CARS response area. Course will meet Tuesday and Thursdays starting after Thanksgiving. Reminder that the PAH Emergency Medical Technician course is still open and begins after the first of the year. The CARS end of year part will be December 12, 2017 @ 6:30 pm at Evandy's Boatel in Naples. A motion was made by Trustee Newell to accept and approve the Chapin Area Rescue Squad Report. A second was made by Trustee R. Brockhouse. Roll call: Hamilton, yea. M Brockhouse, yea. Newell, yea. R Brockhouse, yea. Forsman, yea. Knox, yea. Motion carries, 6 Yeas

Chapin Water/Sewer Report: Report was presented by Village President, Robert Luttrell. Continued daily and monthly testing continue. The lagoon treatment system was shut down and winterized on October 18, 2017. The order was put in on October 3rd, 2017 for the new boat for the lagoon. A motion was made by Trustee Hamilton, second was by Trustee Knox. Roll call: R Brockhouse, yea. Newell, yea, M Brockhouse, yea, Hamilton, yea. Knox, yea. Forsman, yea. Motion carries, 6 Yeas.

OLD BUSINESS:

1) Possible Approval to Upgrade Poles for Holiday Decorations: A photocell is required by Ameren in order to put up the holiday decorations. The photocells are only in use while the decoration is actually on. There was quite a bit of discussions amongst the Board members regarding the photocells, cost and other questions and answers. The discussion concluded that the photocells could cost between \$18.00 to \$35.00 each and are needed for 17 poles. Trustee Forsman made a motion to purchase 20 photocells not to exceed \$600.00 and to come out of the Martha Allen Fund. Second was made by Trustee M. Brockhouse. Roll call: Hamilton, yea. M Brockhouse, yea. Newell, yea. R Brockhouse, yea. Forsman, yea. Knox, yea. Motion carries, 6 Yeas

2) Approve the Chapin Area Rescue Squad 's Operating Policy: After a review of the policy, Trustee Forsman made a motion to accept and approve the Chapin Area Rescue Squad's Operating Policy. Second was made by Trustee R. Brockhouse. Roll call: R Brockhouse, yea. Newell, yea, M Brockhouse, yea, Hamilton, yea. Knox, yea. Forsman, yea. Motion carries, 6 Yeas.

3) Approve the Village's Respiratory Protection Program: Tabled to December Meeting.

NEW BUSINESS:

1) Discussion & Possible Action on DCEP Grant Application Items: Tabled till Special Meeting is set up.

2) Approve Annual Tax Levy Ordinance: An Ordinance levying taxes for all corporate purposed for the Village of Chapin, Morgan County, Illinois, for the fiscal year commencing on the 1st day of May, 2017 and ending on the 30th day of April, 2018. Trustee Hamilton made a motion to approve the annual tax levy of 5%. Second by Trustee Forsman. This is ordinance number 2017-17. Roll call: Hamilton, yea. M Brockhouse, yea. Newell, yea. R Brockhouse, yea. Forsman, yea. Knox, yea. Motion carries, 6 Yeas

3) Establish Dates for Curbside Pick Up: Littleton's will be available on November 20, 2017. Residents can set their items out the 17th, 18th, 19th of November prior to pick up. No Vote/ Roll Call required.

4) Discuss Fitness Program for Fire Department: Tabled.

5) Approve an Ordinance Authorizing the Sale and Disposal of Personal Property (of the Village):
After

discussion amongst the Board members, it was decided the items for sale would be listed in the Source Newspaper by noon on the 13th of November and sealed bids would be accepted. A motion was made to approve and accept: An Ordinance of the Village of Chapin, Morgan County, Illinois, Authorizing the Sale and Disposal of Personal Property Owned by the Village of Chapin, Illinois by Trustee Forsman and second by Trustee Knox. Roll call: R Brockhouse, yea. Newell, yea, M Brockhouse, yea, Hamilton, yea. Knox, yea. Forsman, yea. Motion carries, 6 Yeas. This is Ordinance # 2017-18.

A motion was made by Trustee Knox to adjourn the Village Board Meeting and this was seconded by Trustee Newell. Roll call: Hamilton, yea. M Brockhouse, yea. Newell, yea. R Brockhouse, yea. Forsman, yea. Knox, yea. Motion carries, 6 Yeas Adjournment: 8:04 pm

Respectfully Submitted,

Rosanne Hamilton, Village Clerk of Chapin IL.