July 8, 2019

Village of Chapin Board Meeting

The Trustees of the Village of Chapin met at 7:00 p.m. Meeting was called to order and Pledge of Allegiance was led by President Luttrell. Roll Call: A Knox, yea. L Forsman, yea. K Scott, yea. R Brockhouse, yea. 5 Board Members Present. 1 Absent, Max Brockhouse. Also, present: Police Chief, Shawn Barber, Village Treasurer, Wendy Bridgewater, Village Attorney, Allen Yow, Village Clerk, Rosanne Hamilton, Megan Werries (from Zumbahlen, Eyth, Surratt, Foote & Flynn, Ltd.), Cameron Jones (from Benton & Associates), Tarrah & Chad DeGroot, residents of Chapin.

The Minutes of the June 2019 regular meeting, and special meeting were reviewed. Motion made by Trustee R Brockhouse to approve the minutes from both meetings. Second made by Trustee Knox. Roll Call: L Forsman, yea. Hamilton, yea. A Knox, yea. K Scott, yea. R Brockhouse, yea. M Brockhouse, absent. Motion Carries, 5 Yeas. 1 Absent.

Village President Luttrell asked to move to New Business items 3, 4, 1 and 2.

New Business: 3. WWTP Improvements Project Update: Cameron Jones reports that they are still pulling sludge and they are moving in a positive direction.

4. Discussion & Possible Approval of Pay Request to Prairie State Plumbing. Trustee R Brockhouse made a motion to approve the payment of $76,662.09 to Prairie State Plumbing. A second was made by Trustee L. Hamilton. Roll Call: K Scott, yea. A Knox, yea. L Forsman, yea. R Brockhouse, yea. M Brockhouse, absent. L Hamilton, yea. Motion Carries, 5 Yeas., 1 Absent.

Guest Cameron Jones left the meeting.

1. Audit: Megan Werries discussed the recent audit with the Board. A motion was made by Trustee L Forsman, and second by Trustee K Scott. Roll Call: A Knox, yea. L Forsman, yea. M Brockhouse, absent. R Brockhouse, yea. K Scott, yea. L Hamilton, yea. Motion Carries, 5 Yeas. 1 Absent.

2. Approve Appropriation Ordinance: Trustee L Forsman made a motion to Approve Ordinance Making Appropriations for Corporate Purposes for the Village of Chapin, Morgan County, Illinois, for the Fiscal Year Commencing May 1, 2019 and Ending April 30, 2020. A second was made by Trustee Knox. Roll Call: L Hamilton, yea. A Knox, yea. L Forsman, yea. K Scott, yea. R Brockhouse, yea. M Brockhouse, absent. Motion Carries, 5 Yeas. 1 Absent. This is Ordinance #2019-7.

President Luttrell then addressed the DeGroot Family and they stated that they wish to bring their concern up once Fire Chief Pahlmann arrives.

The Bills and Transfers were reviewed by the Board Members. Trustee Hamilton made motion to accept the Bills and Transfers. Second by Trustee Forsman. Roll Call: A Knox, yea. L Forsman, yea. R Brockhouse, yea. K Scott, yea. M Brockhouse, absent. L Hamilton, yea. Motion Carries, 5 Yeas. 1 Absent.

Financial Reports were reviewed by the Board Members. Village Treasurer, Bridgewater states that account #006-611-001 will have their lien removed as the bill has been paid in full. She also advised a check for $531.75 has been voided to Hach for Service Water Tester. Wendy also reports that the first of half of the property taxes have been received in the amount of $21,847.97. $17,870.52 will go to General Fund, $2,031.95 to Police Fund, and $1,945.50 to Fire Fund. She also advises that quarterly payment deposited into the Martha Allen Trust Fund from the US Bank distribution has increased to $2410.00 and will be used for the Legion building/grounds. Trustee R Brockhouse made a motion to accept the Financial Reports and information shared by Treasurer Bridgewater. Second was made by Trustee Scott. Roll Call: L Forsman, yea. Hamilton, yea. A Knox, yea. K Scott, yea. R Brockhouse, yea. M Brockhouse, absent. Motion Carries, 5 Yeas. 1 Absent.

Fire Chief, Scott Pahlmann arrived at the meeting, time: 7:50 p.m.

 Committee and Department Reports:

Chapin Water/Sewer Department: Report was given by President Luttrell. Water Treatment plant has run fine all month with no issues. The Department has scheduled Joe Stephenson to dig the water repair on French Street to see if a second leak was missed or if the original leak repair may be again leaking. He will also be repairing a leaking yoke on Elm Street as well. His billing will be listed on the August Financials. Some graveling has been done in the Village and will be continued as needed. Street maintenance continues and has some of the low corners filled in the intersections of the Village as well as improving flow in ditches and culverts.

Chapin Police Department: Report presented by Chief Barber. Nothing major to report. The Police car has had a relay switch which is causing the battery to drain. It is being evaluated by GTSI.

Chapin Fire Department Report: Report presented by Chief Pahlmann. Chief Pahlmann reported on various trainings, emergency responses and activities since the last regular Chapin Board Meeting. Chief Pahlmann advised that the scheduled live burn of 411 Ash Street was postponed. The original burn date was set for July 6, 2019, but the Illinois Environmental Protection Agency Open Burn Permit has not been received yet. He contacted the IEPA on July 8th to see when the permit will be issued and when a reschedule burn date could be set up. He was advised that the request was received on May 20, 2019 and they have up to 90 days from receipt date in which to issue a permit. The DeGroot Family then addressed the Board. Due to delay in receiving the permit for the burn, they are asking for an extension in time allotted for clean of the property. Chief Pahlmann states that the IEPA has until 8-18-2019 in to issue the burn permit, he would like to see the burn done on either August 24 or 31st depending on availability. Chief Pahlmann would like to request himself of the Board to allow additional time for clean up as due to the delay in receiving the permit, the owners should not be held liable for the delay.

Discussion among the Board, it was decided to add to the August meeting agenda the extension request for the DeGroot’s to clean up the property. Attorney Yow, advised that a Public Hearing needs to be held prior to the August meeting regarding the Open Burn of 411 Ash Street. President Luttrell checked with the Board Members and it was decided that a Special meeting for a Public Hearing regarding 411 Ash Street Open Burn would be held at 6:45 p.m. on August 14, 2019 prior to the regular scheduled Board of Trustees August Meeting. Trustee L Forsman made a motion to accept and approve the Committee and Department Reports and the Special Meeting to be held August 14, prior to the regular scheduled meeting. A second was made by Trustee K Scott. Roll Call: A Knox, yea. L Forsman, yea. R Brockhouse, yea. K Scott, yea. M Brockhouse, absent. L Hamilton, yea. Motion Carries, 5 Yeas. 1 Absent.

Old Business:

1. At the June Board of Trustees Meeting the members suggested a 100.00 Non-Residential Rental Fee, and a $75.00 Residential Rental Fee for the Legion Building. President Luttrell ask the Board if they had any other fee amounts or if this amount was agreeable. After discussion, Trustee Hamilton made a motion to accept and approve a 100.00 Non-Residential Rental Fee, and a $75.00 Residential Rental Fee for the Legion Building. Trustee R Brockhouse made a second to the motion. Roll Call: M Brockhouse, absent. K Scott, yea. A Knox, yea. L Forsman, yea. R Brockhouse, yea. L Hamilton, yea. Motion carries, 5 Yeas., 1 Absent.
2. Sidewalk at 614 Morgan, no response has been received regarding replacing the sidewalk, therefore, dropped from agenda.

New Business:

5) Discussion & Possible Approval of Revised 2019 MFT General Maintenance Program: Trustee L Forsman made a motion to Approve Revised 2019 MFT General Maintenance Program, second was made by Trustee A Knox. Roll Call: L Hamilton, yea. A Knox, yea. L Forsman, yea. M Brockhouse, absent. K Scott, yea. R Brockhouse, yea. Motion Carries, 5 Yeas. 1 Absent.

6) Discussion & Possible Approval of Supplemental Appropriation $20,000 from MFT Funds for the 2019 MFT General Maintenance Program: Trustee L Forsman made a motion to Approve Supplemental Appropriation $20,000 from MFT Funds for the 2019 MFT General Maintenance Program. Second was made by Trustee A Knox. Roll Call: K Scott, yea. A Knox, yea. L Forsman, yea. M Brockhouse, absent. R Brockhouse, yea. L Hamilton, yea. Motion carries, 5 Yeas., 1 Absent.

7) Discussion & Possible Approval of a Resolution Authorizing the Village to Apply for Restructuring of its Existing Loan with Illinois Environmental Protection Agency: Trustee R Brockhouse made a motion to Approve the Resolution Authorizing the Village to Apply for Restructuring of its Existing Loan with Illinois Environmental Protection Agency. Trustee L Forsman made a second. Roll Call: A Knox, yea. L Forsman, yea. R Brockhouse, yea. K Scott, yea. M Brockhouse, absent. L Hamilton, yea. Motion Carries, 5 Yeas. 1 Absent. This becomes Resolution # 2019-5.

 8) Discussion & Possible Approval of Sewer Credit Due to Filling Pool -116 Superior: The sewer credit would be $51.03. Trustee L Forsman made a motion to accept and approve the sewer credit of $51.03 for 116 Superior. Second by Trustee A Knox. Roll Call: L Hamilton, abstain. A Knox, yea. L Forsman, yea. M Brockhouse, absent. K Scott, yea. R Brockhouse, yea. Motion Carries, 5 Yeas. 1 Absent. 1 Abstain.

9) Discussion & Possible Approval of Sewer Credit Due to Filling Pool -111 Superior: The sewer credit would be $22.37. Trustee A Knox made a motion to accept and approve the sewer credit of $22.37 for 111 Superior. Second by Trustee L Forsman. Roll Call: R Brockhouse, yea. K Scott, yea. M Brockhouse, absent. L Hamilton, yea. A Knox, yea. L Forsman, yea. Motion Carries, 5 Yeas. 1 Absent.

10) Discussion & Possible Approval of Sewer Credit Due to Filling Pool/Leak- 118 Cedar: The sewer credit would be $62.71. Trustee A Knox made a motion to accept and approve the sewer credit of $62.71 for 118 Cedar. Second by Trustee L Hamilton. Roll Call: L Forsman, yea. Hamilton, yea. A Knox, yea. M Brockhouse, absent. K Scott, yea. R Brockhouse, yea. Motion Carries, 5 Yeas. 1 Absent.

11) Discussion & Possible Approval of Sewer Credit Due to Leak- 814 North: The sewer credit would be $1.90. Trustee L Hamilton made a motion to accept and approve the sewer credit of $1.90 for 814 North. Second by Trustee A Knox. Roll Call: A Knox, yea. L Forsman, yea. R Brockhouse, yea. K Scott, yea. M Brockhouse, absent. L Hamilton, yea. Motion Carries, 5 Yeas. 1 Absent.

12) Discussion & Possible Approval of Sewer Credit Due to Filling Pool -613 Superior: The sewer credit would be $90.33. Trustee L Hamilton made a motion to accept and approve the sewer credit of $90.33 for 613 Superior. Second by Trustee A Knox. Roll Call: A Knox, yea. L Forsman, yea. R Brockhouse, yea. K Scott, yea. M Brockhouse, absent. L Hamilton, yea. Motion Carries, 5 Yeas. 1 Absent.

13) Discussion & Possible Approval of Sewer Credit Due to Filling Pool -515 Chapin: The sewer credit would be $45.79. Trustee L Hamilton made a motion to accept and approve the sewer credit of $45.79 for 515 Chapin St. Second by Trustee L Forsman. Roll Call: R Brockhouse, yea. K Scott, yea. M Brockhouse, absent. L Hamilton, yea. A Knox, yea. L Forsman, yea. Motion Carries, 5 Yeas. 1 Absent.

14) Approval of an Ordinance Authorizing the Disposal of Personal Property: Trustee L Forsman made a motion to Approve an Ordinance Authorizing the Disposal of Personal Property. A second was made by Trustee A Knox. Roll Call: L Hamilton, yea. A Knox, yea. L Forsman, yea. M Brockhouse, absent. K Scott, yea. R Brockhouse, yea. Motion Carries, 5 Yeas. 1 Absent. This becomes Ordinance # 2019-8.

Trustee Knox made a motion to adjourn the meeting. A second was made by Trustee K Scott. Meeting adjourned at 8: 55 p.m.  Roll Call: L Forsman, yea. Hamilton, yea. A Knox, yea. M Brockhouse, absent. K Scott, yea. R Brockhouse, yea. Motion Carries, 5 Yeas. 1 Absent.

Respectfully Submitted,

Rosanne Hamilton, Village Clerk.