

Chapin Board of Trustees Meeting

April 14, 2021

Minutes

The meeting was called to order at 7:02pm by Acting Village President and Trustee Leslie Forsman followed by the Pledge of Allegiance. Roll Call: Acting Village President and Trustee Leslie Forsman present, Trustee Mary Rae Brockhouse absent, Trustee Mark Lovekamp present, Trustee Loren Hamilton present, Trustee Kevin Scott present, Trustee Rex. Brockhouse present. 5 Trustees present. Also present were Christina Courier – Village Clerk, Allen Yow – Village Attorney, and Scott Pahlmann – Chapin Fire Chief. Also present were Cameron Jones – Benton & Associates, Mike McEvers – Benton & Associates, Ken Drake and Kristi Martin.

Recognition of Guests

Kristi Martin

Due to a recent house fire her insurance company gave her a form that needed acknowledged and signed by a Village official, however none of the Trustees nor Allen Yow have seen this form before. Since no one has seen this form before and the Board had questions, Allen recommended that her insurance adjuster get in contact with him for clarification and the Village would proceed from there. Allen gave Kristi his business card and she will have the insurance adjusters contact him.

Kristi left the meeting at 7:06pm

Minutes of March 10, 2021

Trustees reviewed the minutes of the previous meeting. A motion to approve the minutes of the March 10, 2021 meeting was made by Trustee R. Brockhouse. A second was made by Trustee M. Lovekamp. Roll Call: Acting Village President & Trustee L. Forsman yea, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse absent, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 5 yea, 0 nay, 1 absent.

Minutes of the Personnel Committee meeting of February 19, 2021

Trustees reviewed the minutes of the Personnel Committee meeting. This meeting was held to interview the applicant for the Administrative Assistant position. A motion to approve the minutes of the Personnel Committee meeting of February 19, 2021 was made by Trustee M. Lovekamp. A second was made by Trustee R. Brockhouse. Roll Call: Acting Village President & Trustee L. Forsman yea, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse absent, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 5 yea, 0 nay, 1 absent.

Bills & Transfers

Trustees reviewed Bills & Transfers. There is one additional bill that was incurred the same day from Nelson Oil Co. for Chlorine being paid from the Water fund of \$126.20. It was also noted that Gary Surratt did go over his allotment of 20 hours initially agreed upon, which was due to multiple

emergencies and training. It is recommended that his hours be revisited. There is also a Trustee Meeting Attendance pay sheet for FY 2020 – 2021 that needs to be reviewed. Trustees reviewed the pay sheet. A motion to approve the Bills & Transfers to include the addition of the Nelson Oil invoice of \$126.20 and the Trustee Meeting Attendance pay sheet was made by Trustee M. Lovekamp. A second was made by Trustee K. Scott. Roll Call: Acting Village President & Trustee L. Forsman yea, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse absent, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 5 yea, 0 nay, 1 absent.

Financial Reports

Trustees reviewed the Utility Billing & Aging report. Acct # 057-310-002 has been paid in full by the landowner. The landowner had said the tenant had not paid rent in a year due to COVID and was unaware that they had moved. Acct # 030-916-001 has been shut off due to inhabitation but ask that the deposit be left on account so that service can be restored at a later date. The bill for April and up to the date of shut off totals \$213.22.

It was noted that there are no CD's coming due for another couple months.

A motion to approve the Financial Reports was made by Trustee L. Hamilton. A second was made by Trustee M. Lovekamp. Roll Call: Acting Village President & Trustee L. Forsman yea, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse absent, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 5 yea, 0 nay, 1 absent.

New Business #2, #3, & #4 – Mike McEvers of Benton & Associates presented the information for the 2021 MFT Supplemental General Maintenance program. He drove around with Dalton a few weeks ago and proposed various areas. A map was provided for the areas that were being considered for seal coat and chip. These areas include a section of Elm St between French St and Superior St, the western dead-end section of Superior St until Elm St, a section off Elm St between French St and Morgan St, the section of Chapin St between Poplar St and Congress St, lastly Chapin St between Congress St and Cooper St. Also being completed is Cooper St beginning at Chapin St and going south past the corporate limits. A bigger stone will be used for this section compared to the other sections inside of town. The estimate to complete this work is estimated at \$26,050 and preliminary engineering to cost \$1,792. Total estimated supplemental program of \$27,842. Trustee R. Brockhouse recommended that the southernmost section of Ash St be looked at as it has become broken up and in bad shape. Mike suggested if this wanted to be done, he would modify the documents before submitting to the State. A resolution could be passed, adding extra to get that done and authorization given for the Village President to sign off on the Estimate of Maintenance Costs once revised. Thoughts were to make the resolution appropriating a NTE of \$30,000 of MFT Funds to include Estimate of Maintenance Costs and Preliminary Engineering cost this would suffice. This would be signed at a later date. A motion to approve Resolution 2021-2, the 2021 MFT Supplemental Maintenance Cost and 2021 MFT Supplemental Maintenance Engineering cost NTE \$30,000 was made by Trustee L. Hamilton. A second was made by Trustee K. Scott. Roll Call: Acting Village President & Trustee L. Forsman yea, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse absent, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 5 yea, 0 nay, 1 absent.

Mike also wanted to make Trustees aware that the Village would be receiving Rebuild Illinois funds. To date the Village should have received 3 allotments and will continue until calendar year

2023. Each allotment is for \$5,623.80 for a total of \$33,623.80. This money may be used for general maintenance programs. All Rebuild Illinois funds must be spent before July 1, 2025. General Maintenance could include sidewalks or general maintenance. Thoughts were to have this spent by 2023, or 2024 due to the timeline and do a big project at once. Discussion about Cylinder Head Road or Ore Road as those were transferred to the Village with a Jurisdictional Transfer in 2015. Thoughts were to get this on the schedule for next year.

Mike McEvers left the meeting at 7:30pm.

Cameron Jones

Cameron made Trustees aware that there is an issue with a wastewater forced main near the cell tower project. It is alleged that cell tower project contractors ran into and cracked the forced main. It was letting water out but not spraying. Where the contractors have placed conduit is not going to be feasible and will be ripped out and will have to be located elsewhere. They will also be getting a bill for repairing the forced main. His suggestion is that if they are going to be onsite working, they need to be watched. The contractors that have been onsite have not been working with Village officials. They are not willing to give a copy of their insurance certificate/liability insurance. Allen has been working to draft an ordinance that will be reviewed at next meeting that would require a permit for excavation or work of this nature.

Scott Pahlmann left the meeting at 7:37pm

Concerns also were that someone would have to be onsite to monitor this kind of activity and do not want to get into the realm of a building code inspector. Mainly if something is tore up that belongs to the Village that it is repaired at the contractor's expense. Steve Edwards asked if they bore dug it or straight up dug it and it had been dug. There is the possibility that it can be reported to damage prevention with JULIE and they will investigate, then if found negligent a note will be made against the contractors. Ameren found it when they were going to put in a pole, so they soft dug the area and found the damage. Ameren got in touch with Dalton and made him aware. It had been dug out by the Verizon contractors and covered back over. Cameron turned on the pumps to check to make sure it was not going to spray he found other spots of "hissing" air out of the forced main. His thought was that when Verizon dug the main up, they may have moved the whole thing and caused other cracks down the line. Doyle will check the whole line while it is dug up. The contractors need to be made aware that they need to come up with another route for their conduit before work continues and this new plan signed off on by Cameron and/or Dalton. It would be best for Dalton to follow up with the onsite contractors and get in contact with the appropriate person about these issues.

Committee & Department Reports

Chapin Water/Sewer

Dalton reports Regular & Recurring Duties completed include: Daily Water Testing and Water Treatment Inspection, Daily Lift Station Inspections, Daily Wastewater Treatment Inspection, Monthly Water Meter Readings that were estimated this month due to weather conditions, Monthly EPA Water Sample Collection and Delivery and Monthly EPA Sewer Sample Collection and

Delivery.

Dalton reports that they had the 3-year inspection by the EPA on April 7th and the inspection went very well but it was recommended by the EPA official that the water tower be painted on the inside and out. Otherwise, it went as expected

New Business #8 – The apartment on Superior St across from the bank had not paid their water bill and he attempted to shut off the water but found that the only way to shut off the water is via a curb stop. When the cover to the curb stop was off, they found it had collapsed and filled with dirt so much that he was unable to turn them off. Discussion was had about how to get to the shut off and how to get the cap off. This will need to be fixed so that the water can be turned off in the future if necessary.

Dalton reports that the lagoon will be started back up on May 1st. It had to be allowed to release some contents because of overflow caused by the recent heavy rains. Acting Village President & Trustee L. Forsman noted that a disaster emergency was declared for this to release the lagoon. Dalton reports that he is still having issues with mop heads, clothing, towels and rags ending up in the sewer and clogging up the pumps at the lift stations. He requests that a mass mailer be sent about this issue reminding residents not to flush these items. Ken Drake noted that this could be cheaper by doing a door-to-door mailer instead of a letter at .55 cents a letter.

Dalton reports that one of the mowers was taken to Greg Homer to be worked on but after mowing with both, he believes one will need to be taken back to him.

Acting Village President & Trustee L. Forsman noted that we should be on the lookout for someone to help mow. She did check on Orville's hour and he was around 30 hours per week during mowing season.

New Business #6 & #7 - Steve Edwards clarified the note about having the tower painted on the inside and out. There will be a final letter that will be received in about month with the final recommendations. The same recommendation was made three years ago during the same inspection, at that point there was not enough funds to complete this project. Recommendation will be to do a capital improvement plan so that the project can be afforded, that should be done in the next 2 to 3 years. This is not a cheap project. Also recommended that the tower be inspected. They would come in and the tower would be full, they would disinfect before-hand to try to keep the EPA happy. We may have to go on a boil order and would have to do testing to get off it.

Scott Pahlmann returned at 7:56pm

A motion to approve the Water/Sewer report as presented by Trustee R. Brockhouse. A second was Trustee M. Lovekamp. Roll Call: Acting Village President & Trustee L. Forsman yea, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse absent, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 5 yea, 0 nay, 1 absent.

Chapin Police

Jordan reports a total of 60 hours worked with 10 days of coverage during the month of March with 30 calls for service and three traffic stops and two citations issued for speeding.

During the month of March there were \$46.72 collected in Fines.

Jordan reports that FirstNet have been setup on the in-car computer. The Firewall settings should be corrected this week. Once this is completed then we should have internet access back on the

computer.

Trustee K. Scott inquired what the number of hours the Village can pay based on the budget. Thoughts were that it was around 1600 – 1700 hours or approximately 200 hours per month. He would like to see more coverage each month and get to that amount. The issue is that the individuals currently on the roster have other full-time jobs and have been away on military duty. This may get worse before it gets better.

A motion to approve the Chapin Police report as presented was made by Trustee M. Lovekamp. A second was made by Trustee L. Hamilton. Roll Call: Acting Village President & Trustee L. Forsman yea, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse absent, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 5 yea, 0 nay, 1 absent.

Chapin Fire

Scott reports the following activity since March 10th:

March 11th – dinner was provided by Luke Crawford to say thank you for the hog barn fire. After dinner members checked equipment, ran small motors and the vehicles.

March 25th – Members participated in ladder training conducted by Todd Clayton from his training at IFSI. After training the vehicles were ran.

March 26th – Members assisted with the parking at the Triopia High School Football game.

April 1st – Scott drove to McHenry, IL to pick up 15 Motorola portable radios and 3 Motorola mobile radios that were donated by the McHenry Fire Protection District. The radios will be taken to WirelessUSA in Springfield or Quincy, an authorized Motorola radio dealer, to be checked, refurbished and programmed. This has saved the Village a significant amount.

April 8th – a meeting was held. After the meeting, members trained on the SCBA and practiced donning and doffing the SCBA.

April 11th – four members participated in live fire evolutions in a donated house in Arenzville Fire District.

Scott reports the following calls:

March 9th – Standby for Jacksonville Fire

March 29th – Concord Arenzville Rd & Baseline Road for a vehicle accident

April 5th – US 67 East of Chapin for a vehicle fire

April 9th – 916 Congress for a structure fire

April 11th – Standby for Jacksonville Fire

Scott reports the following April and Upcoming Activities:

April 16th – parking at Triopia High School football game

April 17th – Live fire training in Arenzville

April 22nd – Training

April 25th – Live fire training in Arenzville

May 1st – Work Day/Training Day

The following requests are being made:

New Business #8(2) – request to have SCBAs re-connect the breathing air compress, add three cylinders, and do the annual maintenance. This cost would be split 50/50 between the Village and Chapin Rural Fire Association. He does not have the estimates back yet.

New Business #9 – request to send no more than three members to the Illinois Fire Service Institute Annual Fire College June 3, through June 6. There are multiple locations to participate at. Hope is

that the cost will be discounted as the previously done. NTE \$1,250. Cost will be split 50/50 with the Village and Chapin Rural Fire Association.

New Business #10 – request to purchase a new sign/signs for the firehouse. The current sign is falling apart. He does not have the estimates back yet.

A motion to approve the report as presented and to send no more than 3 members to IFSI Fire College split 50/50 between Village and Chapin Rural Fire Association (\$625/\$625) was made by Trustee M. Lovekamp. A second was made by Trustee L. Hamilton. Roll Call: Acting Village President & Trustee L. Forsman yea, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse absent, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 5 yea, 0 nay, 1 absent.

Chapin Area Rescue Squad

Bryce reports 10 calls since last report with 35 year to date.

He notes he is working with MMC on grants for CPR training materials, new computer software for IDPH requirements, and would like to order equipment outlined in FEMA AFG grant next month. April Walters has requested to be moved to Honorary Member status with the lapse of her license. Since there is no expense with this move, he concurs with her request. She has turned in her radio and pager. Members continue to fill the voids in Jacksonville created when LifeStar is OOS and should be thanked for their service to the community at large.

He reports that 3-H-11 is in service, BLS drugs have been changed, the IDPH license is current, and the SOS Safety Inspection is due April 2021.

He reports that 3-H-99 is in service, ALS drugs, BVM Bags, Stat-X Extinguishers have been changed, the IDPH license is current, and the SOS Safety Inspection is due April 2021.

Bryce reports that a backordered item from three years ago has arrive and will be placed in service this week. Marsha Homer offered memorials from the passing of her father to the squad, and the Thermal Angel fluid warmer was approved and ordered, however demand for the units were given to military and helicopter units. CARS's unit has arrived and will be in service to ensure trauma patients are given warm fluids when needed via IV.

Acting Village President & Trustee L. Forsman noted that CARS has been on standby for the Triopia football games per IHSA guidelines.

A motion to approve the Chapin Area Rescue Squad report was made by Trustee K. Scott. A second was made by Trustee L. Hamilton. Roll Call: Acting Village President & Trustee L. Forsman yea, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse absent, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 5 yea, 0 nay, 1 absent.

Crisis & Emergency Management

Acting Village President & Trustee L. Forsman noted that during a recent rainstorm that the North lift station had to be pumped and the lagoon had to be released. An emergency declaration was made but everything has now been taken care of.

Old Business

1. Discussion Regarding Legion Updates – Dave Bunfill came and out looked at the building and determined that the structure is sound. Some of Dave's suggestions were to update the

restrooms as they are not ADA compliant, the electric panel, and the HVAC. Determination was that none of the interior walls are structural so they can be taken out, as necessary. Thoughts were that even though he has all these recommendations that a set of plans needs to be drawn up to show what all we want done and then bid on from there. Benton's could draw up electrical, plumbing, and HVAC plans – they are engineers and can help draw those out and an architect comes in and designs. There are building codes that must be complied with that vary from residential to municipal also. Overall do an assessment of what needs to be done and areas of concern, then have whoever come up with a sketch of what needs to be done or can be done with whatever funds everyone feels comfortable with.

New Business

1. Discussion & Possible Approval of Mass Mailer – looking to include a note to residents about flushing clothing and other materials that do not break down. Also, notes about sewer credits, off road vehicles, cleanup days, burning ordinances. Ken Drake noted that the post office does a door-to-door program that would be cheaper, you would pick who it all goes to. A motion to approve the mass mailer was made by Trustee R. Brockhouse. A second was made by Trustee M. Lovekamp. Roll Call: Acting Village President & Trustee L. Forsman yea, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse absent, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 5 yea, 0 nay, 1 absent.
2. Discussion & Possible Approval of 2021 Supplemental MFT General Maintenance Program – discussion and approval after Financial Report. Resolution 2021-2 approved.
3. Discussion & Possible Approval of Resolution for Maintenance Under the Illinois Highway Code – approved with New Business #2 after Financial Reports.
4. Discussion & Possible Approval of MFT Engineering Fees – approved with New Business #2 after Financial Reports.
5. Discussion & Possible Approval to Purchase Large Step Ladder for Water Treatment Plant – quotes were not provided by Dalton, thought was to move this to Old Business next month however, this has been on the agenda in the past and was not purchased due to wrong pricing presented and would like to see this get done. Some searching was done online and found some approximate prices for the specs wanted. A motion to approve the purchase of a large step ladder for the water treatment plant NTE \$400 was made by Trustee R. Brockhouse. A second was made by Trustee M. Lovekamp. Roll Call: Acting Village President & Trustee L. Forsman yea, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse absent, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 5 yea, 0 nay, 1 absent.
6. Discussion & Possible Approval of Water Tower Inspection – it is recommended that this be done every five years. It has been long enough that this needs to be done. This is a full cleaning of the inside and a visual inspection of the outside. Quoted pricing for Cleaning/Inspection & Reporting is \$3,440 with a Scheduling Discount of \$460. Bottom sediment in excess of three inches or cubic yards will be removed at \$42 per cubic yard, debris removal in excess of one hour per tank will be charged at \$425 per hour. Unscheduled delays may incur standby/mobilization charges. Access requiring portable set-up, will incur an additional setup/tear-down charge. Concern about funds since there is a loan payment

coming due this Fall, however multiple months of water bills will come in before then. A motion to approve the Liquid Engineering quote as presented totaling \$3,440 before scheduling discount of \$460 was made by Trustee M. Lovekamp. A second was made by Trustee K. Scott. Roll Call: Acting Village President & Trustee L. Forsman yea, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse absent, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 5 yea, 0 nay, 1 absent.

7. Discussion & Possible Approval of Cleaning & Painting Water Tower – No action; This is to do an actual cleaning of the interior and exterior compared to what Liquid Engineering is doing is removing debris. The report has not officially come out with this recommendation from the EPA. This will need to be brought back at a later date, but this is going to be an expense that is planned for with a capital improvement plan. Once Liquid Engineering goes through and does their part, this will better help with the decision to complete this project.
8. Discussion & Possible Approval of Meter Pit at 701 Congress – tabled; previously discussed during Water/Sewer report. Definitely see a need for one to be put in since only has curb-stop. Did not know if wanted to do this one and the other ones on Oak St. at the same time. There were three that were done on Oak St. last summer and approximately three that still need done. Go ahead and get quotes for 701 Congress and the three others on Oak Street.
- ***Typo** 8(2). Discussion & Possible Approval to have SCBAs Inc Connect the Breathing Air Compressor, Add Three Cylinder and the Annual Maintenance – tabled; do not have quotes for.
9. Discussion & Possible Approval to send three members to the Illinois Fire Service Institute Annual Fire College not to exceed \$1,250 – approved with Fire report.
10. Discussion & Possible Approval to Purchase Sign(s) for Firehouse – tabled
11. Discussion & Possible Approval to Replace Culvert at 311 Cooper – the homeowner wants to widen their driveway as they currently share a driveway with their neighbors. Would need a longer culvert. Trustees did not know if there was any culvert material still left over, but it was originally planned for Superior Street. Did not know if Dalton had a chance to go look at it. If the culvert material is already available then do it, but homeowner will be responsible for filling it back in. A motion to approve the culvert for 311 Cooper was made by Trustee M. Lovekamp. A second was made by Trustee K. Scott. Roll Call: Acting Village President & Trustee L. Forsman yea, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse absent, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 5 yea, 0 nay, 1 absent.

Steve Edwards, Cameron Jones, Ken Drake, Scott Pahlmann left the meeting at 9:05pm.

A motion to enter executive session at 9:05pm to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Village was made by Trustee L. Hamilton. A second was made by Trustee K. Scott. Roll Call: Acting Village President & Trustee L. Forsman yea, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse absent, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 5 yea, 0 nay, 1 absent.

Trustees returned to Open Session at 9:51pm. Roll Call: Acting Village President & Trustee L. Forsman present, Trustee M. Lovekamp present, Trustee L. Hamilton present, Trustee M.

Brockhouse absent, Trustee K. Scott present, Trustee R. Brockhouse present. Also present was Christina Courier – Village Clerk and Allen Yow – Village Attorney.

Gary Surratt is now eligible to work no more than 35 hours per week, with at least one day off per week. His time should include mowing Village properties. Wendy will also continue to be given 3 paid personal days for the year.

12. Discussion & Possible Action Regarding Employee Compensation – Wendy Bridgewater \$18 per hour, Dalton Surratt \$17 per hour, Jordan Post \$16.25 per hour, Steve Helmich \$15.50 per hour, Paul Kindred \$15.50 per hour and Ronald Boris \$15.50 per hour effective after May 1, 2021. Scott Pahlmann \$1,000 salary for services as Chief of the Fire Department, Dalton Surratt \$500 bonus and Wendy Bridgewater \$500 bonus all payable before April 30, 2021. A motion to approve the hourly rate adjustments beginning May 1, 2021, Scott Pahlmann \$1,000 salary and bonuses for Dalton Surratt and Wendy Bridgewater payable before April 30, 2021 was made by Trustee M. Lovekamp. A second was made by Trustee K. Scott. Roll Call: Acting Village President & Trustee L. Forsman yea, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse absent, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 5 yea, 0 nay, 1 absent.

The two applicants for the Administrative Assistant position will be interviewed and offered 20-25 hours per week at starting rate of \$13 per hour while training. An evaluation will be completed in three months. Acting Village President & Trustee L. Forsman will set up a time with the Personnel Committee to complete these interviews.

Discussion about treating the cemetery for grubs. Looking online resulted in finding a treatment called Scotts Grub-X on Amazon that is going for \$40.28 per bag and each bag covers approximately 10,000 square feet. If the Village has a spreader, it can be used to spread this, if not one can be rented. A motion to purchase Scotts Grub-X NTE \$400 was made by Trustee K. Scott. A second was made by Trustee M. Lovekamp. Roll Call: Acting Village President & Trustee L. Forsman yea, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse absent, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 5 yea, 0 nay, 1 absent.

Acting Village President & Trustee L. Forsman noted about a letter that was received by the Illinois Chamber of Commerce and did not know if anyone had any thoughts about joining. Approximate cost would be \$50 based on population. Thoughts were that it was not necessary.

A motion to adjourn the meeting at 10:00pm was made by Trustee M. Lovekamp. A second was made by Trustee K. Scott. Roll Call: Acting Village President & Trustee L. Forsman yea, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse absent, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 5 yea, 0 nay, 1 absent.

Respectfully Submitted,

Christina Courier