

Chapin Board of Trustees Special Meeting

June 28, 2021

Minutes

The meeting was called to order at 7:00pm by Village President Ken Drake followed by the Pledge of Allegiance. Roll Call: Village President Ken Drake, Trustee Leslie Forsman present, Trustee Mary Rae Brockhouse present, Trustee Mark Lovekamp present, Trustee Loren Hamilton present, Trustee Kevin Scott present, Trustee Rex Brockhouse present. 6 Trustees present. Also, present were Christina Courier – Village Clerk, Chad Still and Pam Hopper.

1. Conduct Public Hearing on Request for Variance for 517 Chapin Street – There were no comments made by Trustees and no other community members were in attendance.
2. Discussion and Approval of Findings of Fact regarding variance request for 517 Chapin Street – Trustees reviewed the Findings of Fact. There were no comments or concerns about them.
3. Discussion & Approval of an Ordinance Granting Variance Request – Trustees reviewed the proposed Ordinance. No comments or concerns were made about the proposed Ordinance. Christina Courier – Village Clerk assigned the Ordinance with number 2021-2. A motion to approve Ordinance 2021-2 Granting Variance for 517 Chapin Street was made by Trustee L. Hamilton. A second was made by Trustee M. Lovekamp. Roll Call: Trustee L. Forsman yea, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse yea, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 6 yea, 0 nay.
Pam and Chad left the meeting at 7:05pm
4. Approval for Part-Time Public Works New Hire – Fred Burns has submitted his application. He will be paid \$12 per hour and will work no more than 40 hours per two-week period.
A motion to approve Fred Burns as a Part-Time Public Works employee was made by Trustee M. Brockhouse. A second was made by Trustee K. Scott. Roll Call: Trustee L. Forsman yea, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse yea, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 6 yea, 0 nay.
5. Discussion & Possible Approval to Create Ordinance Committee – Village President Drake expressed interest in creating a committee with the purpose of reviewing each of the Ordinances. Village President Drake is currently looking for volunteers who would be interested in joining this committee. Each of the Trustees could review a particular Ordinance, bring suggestions or comments to the Committee and then the Committee bring back the suggestions to the full Board. Examples suggested were that some of the existing Ordinances have multiple additions – one in particular is for modular homes. The last committee meeting held was for the purpose of reviewing the Non-Highway Vehicle Ordinance, however it did not fit will under one of the existing committees to be brought to. Trustees questioned which Ordinances should be reviewed first. Trustees discussed Ordinances such as the Nuisance Ordinance or Building Codes. Trustees also discussed

option of digitizing all Ordinances as previously suggested by Allen Yow – Village Attorney. Concerns about cost were raised. Thoughts were to make sure everything is the way everyone wants, then look into what the cost would be to digitize everything. Trustee L. Forsman, Trustee L. Hamilton, Trustee K. Scott and Trustee M. Brockhouse volunteered for this committee.

A motion to create the Ordinance Committee appointing Trustee L. Forsman, Trustee K. Scott, Trustee M. Brockhouse and Trustee L. Hamilton was made by Trustee M. Lovekamp. A second was made by Trustee L. Forsman. Roll Call: Trustee L. Forsman yea, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse yea, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 6 yea, 0 nay.

A motion to adjourn the meeting at 7:35pm was made by Trustee M. Lovekamp. A second was made by Trustee K. Scott. Roll Call: Trustee L. Forsman yea, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse yea, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 6 yea, 0 nay.

Respectfully Submitted,

Christina Courier