CHAPIN BOARD OF TRUSTEES MEETING

MARCH 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 the Village President, Max Brockhouse. The Pledge of Allegiance to the Flag of the United States of America was led by President Brockhouse. Roll Call: Brockhouse yea, Forsman yea, Hamilton yea, Luttrell absent, Newell yea, Surratt absent. Motion carried with 4 yeas, 2 absent he Pledge of Allegiance to the Flag of the United States of America was led by President Brockhouse. Roll Call was answered by Trustees Rex Brockhouse present, Leslie Forsman present, Loren Hamilton present, Robert Luttrell absent, Mike Newell present, and Brian Surratt absent. Also attending were Cameron Jones from Benton and Associates, Eric Shangraw from Area Disposal Service, Anita Knox, from Neighborhood Watch. Attorney Allen Yow and Village Clerk Mary Rae Brockhouse also were in attendance.

**Minutes**

The minutes of the February 8, 2017 meeting were read. Trustee Brockhouse moved to approve the minutes, seconded by Trustee Forsman. Roll Call: Brockhouse yea, Forsman yea, Hamilton yea, Luttrell absent, Newell yea, Surratt absent. Motion carried with 4 yeas, 2 absent.

**Bills and Transfers**

Treasurer Bridgewater informed President Brockhouse that the semiannual payment for the water upgrade was due. She needed to transfer $49,000. from the Water Depreciation Fund to pay the $57112.32 bill. The Rescue Squad Cd was transferred to the Rescue Squad Money Market Savings account that came due recently. The new salt spreader was purchased. The Trustees questioned account 263 813 005 because the bill was from 11/16 unpaid. Treasurer Bridgewater stated that a lien has been filled and at this point, no further action is needed. A Cemetery CD is due for renewal in early April. Trustee Newell, seconded by Trustee Hamilton, moved to approve the financial reports. Roll Call: Brockhouse yea, Forsman yea, Hamilton yea, Luttrell absent, Newell yea, Surratt absent. Motion carried with 4 yeas, 2 absent. Trustee Forsman, seconded by Trustee Brockhouse moved to renew the Cemetery CD for 18 months at .35% interest. Roll Call: Brockhouse yea, Forsman yea, Hamilton yea, Luttrell absent, Newell yea, Surratt absent. Motion carried with 4 yeas, 2 absent.

**Guests Recognized**

President Brockhouse then invited Eric Shangraw, representing Area Disposal to speak to the Board. Mr. Shangraw reminded the Board that their contract with the Village for garbage pickup would expire at the end of 2017. The Board discussed the possibility of the Village collecting the fees for Area Wide and it was felt that the Village should not do this. Attorney Yow asked that Area Disposal Company mail him an updated copy of the agreement, which includes no increase in fees for 2018, a 2.5% raise for 2019

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and another 2.5% raise for 2020, so that he may advise the Board. Renewal of the contract will be placed on the April Board meeting agenda.

Cameron Jones from Benton and Associates then presented payment invoices. Invoice 17589 was for $1012.00 for construction engineering services and Invoice 17590 for $1564.50 for grant administration services. The payments will be made from local funds. Trustee Forsman moved to approve the above payments to Benton and Associates for both invoices, seconded by Trustee Hamilton. Roll Call: Brockhouse yea, Forsman yea, Hamilton yea, Luttrell absent, Newell yea, Surratt absent. Motion carried with 4 yeas, 2 absent.

President Brockhouse then offered the floor to Anita Knox who represents the Neighborhood Watch. She stated that a young child has been seen riding in the middle of the street, many times on an electric scooter. This is a major safety concern. She and others have tried to contact our Police Department. Coverage has been minimal, so the Sherriff’s office has been contacted. The parents have been visited by a deputy. After discussion, it was decided that President Brockhouse would contact Chief Beard and ask that a Chapin Officer visit the home and that he send a letter informing the parents that it is against the law for a child to ride an electric scooter on the streets of Chapin as well as a serious safety concern. He will also address the minimal coverage of the Village. He did remind those present that 2 more officers have been hired and are training, which will improve coverage.

**Committee and Department Reports**

Culture/Recreation/Health/Welfare: Trustee Forsman reported for both committees. She asked about the flag poles ordered last fall. President Brockhouse stated that they were available and he would pick them up as soon as the weather allowed instillation. It was decided that our Public Works department could install them. She also would like the Cornerstone at the grade school park repaired. She will investigate whether it is time to seal the new basketball court and about having it striped. She will also make recommendations for the next sidewalk area to be replaced soon.

Personnel/General: no action

Chapin Water/Sewer Department Report: Jeff McIntire sent his written report stating that he has been in contact with the Pike County Work Camp, the new salt spreader has been purchased, 2 field tile risers for the Village easement on the Becker ground at the lagoon need to be replaced, the usual water and EPA samples have been collected and sent or tested, and that he would like to buy a small generator. It was decided to table the generator until more information was available.

Police Department

Chief Beard sent his written report. The department covered 52 hours during February. Last month’s individual identified seems to be resolved. He is working with the ISP Quartermaster to acquire vests for all officers. Trustees asked that he include a report of coverage weekly, in his reports in the future.

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Rescue Squad

There were 8 responses for the month with 14 year to date. It is the 10 year anniversary of the Rescue Squad, with a celebration scheduled for the CARS meeting on March 18th. The EMT Course is in

progress. There are 3 EMRs in the class. The full body manikin has arrived and in service. Extrication training will take place this month. Ambulance 3-H-11 has a head gasket being repaired and will be back in service approximately 3/10/2017. He requested that CHAPIN be added to the front of 3-H-11 with an estimated cost of $250. He also noted that he has received 12 coats, donated from the Rochester Fire Department that say Rochester on the back. He suggested buying new vests with Chapin in the back and attaching them with Velcro or purchasing panels that say EMS Chapin Rescue and attaching them at a cost of $75.00 each. He also requested 5 sets of suspenders at a cost $25.00 each.

Fire Department: Chief Pahlmann sent his written report. Following the Werries’ fire there was a meeting with the Morgan County OEM Director to review the incident. A map of 3 hydrant locations of the tanker fill up setup including coupling hose sizes were handed out. Several meetings and training sessions were held in February and early March. Daniel Mattes will be attending his first meeting March 9, after his favorable background check. Chief Pahlmann requests that 5 members be able to attend Peoria Fire School. Registration is $20.00 each and each person will have 2 nights in a hotel room double occupancy.

Trustee Brockhouse moved to approve all reports with no purchase requests, seconded by Trustee Hamilton. Roll Call: Brockhouse yea, Forsman yea, Hamilton yea, Luttrell absent, Newell yea, Surratt absent. Motion carried with 4 yeas, 2 absent.

Trustee Brockhouse moved to replace the damaged tile risers on the easement of the Becker property at the lagoon, seconded by Trustee Newell. Roll Call: Brockhouse yea, Forsman yea, Hamilton yea, Luttrell absent, Newell yea, Surratt absent. Motion carried with 4 yeas, 2 absent.

Trustee Newell moved to purchase 5 pairs of suspenders, the CHAPIN decal for the ambulance and to cover the Rochester name on the donated jackets with a panel that says EMS Chapin Squad for the 12 jackets. This was seconded by Trustee Hamilton. Roll Call: Brockhouse yea, Forsman yea, Hamilton yea, Luttrell absent, Newell yea, Surratt absent. Motion carried with 4 yeas, 2 absent.

Trustee Forsman moved to approve the request for 5 members of the department to attend the Peoria Fire School and lodging for 2 nights each, double occupancy, subject to reimbursement limits approved by the Village Ordinance, seconded by Trustee Newell. Roll Call: Brockhouse yea, Forsman yea, Hamilton yea, Luttrell absent, Newell yea, Surratt absent. Motion carried with 4 yeas, 2 absent.

**Old Business**

1 Discuss disinfection exemption at the sewer treatment plant and repairs/improvements. Invoices approved for payment, earlier in the meeting.

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2 Discussion and possible approval of replacing valves at the lagoon. Tabled.

3 Discuss Waste Collection agreement. Tabled.

4 Discuss removal of brush and fencing at lagoon. President Brockhouse reports that the Musch family will not proceed with this until fall. Place on August agenda.

5 Discussion of dehumidifier at the water tower. Information not available. Tabled.

**Old Business**

1 and 2 Approve sewer credit for 516 French Street due to leak**.** Trustee Newell, seconded by Trustee Forsman moved to approve the sewer credit for 516 French Street for $158.68. Roll Call: Brockhouse yea, Forsman yea, Hamilton yea, Luttrell absent, Newell yea, Surratt absent. Motion carried with 4 yeas, 2 absent. We were also presented a bill for the repair of water leaks at 516 French Street for $921.56 with no itemization. Apparently there were 2 leaks and this bill is for the repair of both. The bill is from Steve Godfrey Plumbing. The Treasurer will again try to contact the business for an itemized bill. Until that is received, no action will be taken.

3 Discuss water connection in Bethel. President Brockhouse told the Board that recently a family purchased land and moved a trailer to the Bethel area and were requesting water. He had talked with Jamie Headen at Benton and Associates and received an estimate of $3400 to make the connection to the Chapin water main. After discussion, Trustee Brockhouse moved that Chapin would provide the pit, yoke, and meter. The resident must have the connection installed by a licensed plumber and the meter pit must be placed next to the water main. All costs for instillation will be at the home owner’s expense. This was seconded by Trustee Hamilton. Roll Call: Brockhouse yea, Forsman yea, Hamilton yea, Luttrell absent, Newell yea, Surratt absent. Motion carried with 4 yeas, 2 absent. President Brockhouse will notify the home owner.

4 Discuss Cemetery fees. Tabled

5 Discuss Fall Festival. Tabled

6 Discuss City Wide Clean Up Days. After discussion, Trustee Forsman moved to set up City Wide Clean Up days for May 19 and May 20, 2017, seconded by Trustee Hamilton. Roll Call: Brockhouse yea, Forsman yea, Hamilton yea, Luttrell absent, Newell yea, Surratt absent. Motion carried with 4 yeas, 2 absent. At 9:12 PM, Trustee Forsman moved for adjournment, seconded by Trustee Newell. Roll Call: Brockhouse yea, Forsman yea, Hamilton yea, Luttrell absent, Newell yea, Surratt absent. Motion carried with 4 yeas, 2 absent.

Respectfully Submitted

Mary Rae Brockhouse

Village Clerk of Chapin