

Chapin Board of Trustees Special Meeting

May 26, 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 absent, Trustee Mary Rae Brockhouse present, 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, Chad Still and Pam Hopper.

1. Discussion & Possible Approval for Variance at 517 Chapin Street – Chad Still, contractor for Pam Hopper, presented drawings for the proposed layout of where Pam's modular would go. The variance is being requested due to the property not being wide enough to place a modular facing the street also, the distance from another property line would not be within limits per existing Ordinances regarding modular homes. Pam originally requested variance two years ago and the according to existing ordinances the variance request expires 6 months after approval unless construction is in progress. The only way the original variance would still be valid is if extensions were requested in writing, which was not completed. Pam is looking to be completed with the project and have the modular in place by August. A written request would need to be made to request variance at least 30 days prior to a meeting date. A public hearing posting would need to be posted not more than 30 days and not less than 15 days prior to the hearing.
Discussion was had about if a special meeting could be held prior to the regular July meeting. With Pam hoping to be out of her current residence by August Trustees agreed to have a public hearing on June 28th at 7:00pm. With that, Pam would need to have her written request to the Village Clerk the following day.

Pam and Chad left the meeting at 7:22pm

2. Appoint Committee Assignments – Village President Ken Drake appointed Trustees to committees based on what each Trustee requested. Ken noted that the Health/Welfare, Public Works, and Culture/Recreating committees do only have 2 Trustees listed and someone else could join those if they were interested. Changes can be made later if necessary. The following Committee Assignments were made:
General Control/Administration: Trustee Lovekamp, Trustee Hamilton, Village President Drake
Public Safety: Trustee Scott, Trustee Hamilton, Trustee Forsman
Health/Welfare: Trustee R. Brockhouse, Trustee Forsman
Public Works: Trustee R. Brockhouse, Trustee Scott
Culture/Recreation: Trustee Lovekamp, Trustee M. Brockhouse
Anti-Fraud: Trustee Hamilton, Trustee M. Brockhouse, Village President Drake
3. Discussion & Possible Approval to Suspend Non-Highway Vehicle Ordinance – Concerns were raised about recent permit issuance of 4-wheeler type vehicles and

instances of small children riding in front of and behind an adult on one. Also, pulling a small utility trailer behind one with small children in the back. This is a safety hazard and Village President Drake would like to see 4-wheeler type vehicles removed from the allowed vehicles of the Non-Highway Vehicle Ordinance. The original ordinance was put in place in 2011. The permits that have been issued for these cannot be revoked.

However, if the operator of the non-highway vehicles is not complying with the ordinance, a revocation can be issued for violation of this ordinance. Concerns were raised about the enforcement of these rules. There has been a lack of availability of Chapin police officers to be around to enforce these rules. Question was raised about if the officers were paid more would this incentivize them more. Thoughts were it may also be a good idea to send letters out to the individuals who have already been issued permits reminding them of the rules. Trustees also expressed concern about the upcoming holiday and the prevalence of fireworks inside the Village. Allen Yow can update the Non-Highway Vehicle Ordinance to remove 4-wheeler style vehicles from the allowed list. A clause could also be added to say each vehicle is only to be operated based on manufacturers specifications for number of passengers. Concerns were still expressed about rules can be put into place, but enforcement is the biggest issue – honest people will be honest and those that do not want to be honest, will not be. A motion to suspend issuances of new or renewed ATV and neighborhood vehicles for 60 days pending further actions was made by Trustee L. Hamilton. A second was made by Trustee K. Scott. Roll Call: Trustee L. Forsman absent, Trustee M. Lovekamp nay, Trustee K. Scott yea, Trustee M. Brockhouse yea, Trustee L. Hamilton yea, Trustee R. Brockhouse yea. Motion carried. 4 yea, 1 nay, 1 absent.

4. Discussion about Legion Building Updates – Trustee Forsman, Trustee Lovekamp and Village President Drake met with Greg Hillis from Benton & Associates to get an idea of what he would suggest be done to the Legion. He can draw up plans to update the HVAC, plumbing, electrical, kitchen, etc. and give us a report with estimates. If he were to have interns do this over the Summer, he could complete this for around \$2,500 and could have them by the August meeting. Along with the drawings and estimates, Benton's would research any other grants that the Village would be eligible for to help fund this project. Thoughts were that if a list of all the items that need done were to be compiled, little bits at a time could be completed. A motion to spend a NTE of \$2,500 to have Benton & Associates draw plans for the Legion was made by Trustee R. Brockhouse. A second was made by Trustee M. Brockhouse. Roll Call: Trustee L. Forsman absent, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse yea, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 5 yea, 0 nay, 1 absent.
5. Discussion about Fire Truck – Village President Drake had the idea of taking the fire truck that has been sitting next to Village Hall for years and see if it would be possible to turn it into a play toy at the park. The other options would be to sell it via an auction or sealed bid or scrap it. Allen agreed that as long as it were made as safe as possible this can be done. The engine, transmission, fuel tanks, etc. removed, doors taken off, maybe some of the controls welded in place, corners ground down, railing added, if necessary,

etc. Trustees agreed to try and turn it into a play toy for the park first. If that did not work out, other options could be pursued. Ken thought that money from Virginia White could be used to help with this project. Trustee M. Lovekamp stated that the firefighters might be interested in assisting with this project. Ken will be getting in touch with the Village's insurance company to see if they would be in favor of this also.

Village President Drake wanted to make everyone aware that Gary Surratt had turned in his keys on Tuesday after his shift. Thoughts were that he was not interested in working as many hours as he had been and only wanted to help Dalton. He had not written a formal resignation letter and Ken is assuming that by turning in his keys that this was his resignation. Allen suggested that if he really is resigning that a letter be written to formalize resignation. This now leaves Dalton by himself doing the water/sewer rounds every day again. Suggestion was to see if Gary would still be interested if he were just helping out on the weekends doing the rounds only. The other option would be to ask Bryce McCormick if he would be willing to help out also. Since Bryce has formal training in the water/sewer systems, preference would be to him. Ken will be speaking with both Gary and Bryce to see if either are interested.

A motion to adjourn the meeting at 8:56pm was made by Trustee K. Scott. A second was made by Trustee M. Brockhouse. Roll Call: Trustee L. Forsman absent, Trustee M. Lovekamp yea, Trustee L. Hamilton yea, Trustee M. Brockhouse yea, Trustee K. Scott yea, Trustee R. Brockhouse yea. Motion carried. 5 yea, 0 nay, 1 absent.