

## Chapin Board of Trustees Special Meeting

June 19, 2024

### Minutes

The meeting was called to order by Village President Rex Brockhouse at 6:30pm. Roll Call: Trustee Leslie Forsman present, Trustee D. Luttrell present, Trustee K. Graham absent, Trustee A. Brockhouse present, Trustee Mary Rae Brockhouse absent, Trustee Erin Morrow present. 4 Trustees present. Also present were Christina Courier – Village Clerk, Hayden Helton, and Trevor Cawthon.

1. Trustees and VP R. Brockhouse interviewed Trevor for the position of Public Works Superintendent by asking him questions about his background and work history. Trevor currently is a Class A Water operator in training and a Class 4 Wastewater operator. He has held previous positions where those skills would apply to the open position. Hayden gave a quick synopsis of what the position would require on a daily, monthly, weekly basis.

Trevor left the meeting at 7:01pm.

Daniel Ersery entered the meeting at 7:01pm.

Trustees and VP R. Brockhouse interviewed Daniel for the position of Public Works Superintendent by asking him various questions about his background and work history. Daniel currently has a job in city government as a building inspector. He has years of experience in electrical. He does not have any experience with water testing but has witnessed the processes. Hayden gave a quick synopsis of what the position would require on a daily, monthly, weekly basis.

Daniel and Hayden left the meeting at 7:35pm.

Trustees discussed the pros and cons of each applicant.

Hayden returned to the meeting at 7:55pm.

2. Hire Trevor Cawthon as the Full-Time Public Works Superintendent at \$32.50 per hour to start on July 8<sup>th</sup> with benefits as defined in the Employee Handbook. A motion to hire Trevor Cawthon as the Full-Time Public Works Superintendent at \$32.50 per hour to start on July 8<sup>th</sup> with benefits as defined in the Employee Handbook was made by Trustee E. Morrow. A second was made by Trustee D. Luttrell. Roll Call: Trustee L. Forsman yea, Trustee D. Luttrell yea, Trustee E. Morrow yea, Trustee M. Brockhouse absent, Trustee K. Graham absent, Trustee A. Brockhouse yea. Motion Carried. 4 yea, 0 nay, 2 absent.
3. This ordinance was presented to Trustees to review during the last Regular meeting. This would prohibit the operation of automotive salvage or scrap dealers with the Village, since the Village is already having issues with a homeowner that is accumulating junk. Trustees reviewed the Ordinance that was provided by Allen Yow as a draft. Trustees did not see any issue with the Ordinance as presented.  
A motion to approve Ordinance # 2024-2 An Ordinance Prohibiting Automotive Salvage and Scrap Dealers was made by Trustee A. Brockhouse. A second was made by Trustee L. Forsman. Roll Call: Trustee L. Forsman yea, Trustee D. Luttrell yea, Trustee E.

Morrow yea, Trustee M. Brockhouse absent, Trustee K. Graham absent, Trustee A. Brockhouse yea. Motion Carried. 4 yea, 0 nay, 2 absent.

A motion to adjourn at 8:10pm was made by Trustee A. Brockhouse. A second was made by Trustee D. Luttrell. Roll Call: All in favor. Motion Carried. 4 yea, 0 nay, 2 absent.

Respectfully Submitted,

Christina Courier  
Village Clerk