

Village of Mapleton
REGULAR BOARD MEETING MINUTES (Approved)

Mapleton Village Hall, 8524 Main St
13 December 2017 at 6:30 p.m.

Meeting to be recorded

Residents who wish to speak should raise their hands to be recognized. All comments should be pertinent to the current discussion and shall be limited to three (3) minutes. PLEASE SILENCE YOUR CELL PHONES!

A. Call to Order by Mayor Carl Bishop at 6:30 pm

B. Pledge of Allegiance

C. Roll Call

- a. Attending were: Carl Bishop, Mayor; Trustees, Mike Beecham, Mark Brining, Alice Dailey, Liz Rench and Brad Rusterholz. Also attending were Pat Briggs, Village Clerk; Kelley Brandenburg, Treasurer and Matthew Nelson, Attorney.

A quorum is present.

D. Approval of Agenda

- a. Clerk pointed out three corrections to the Agenda before voting. K-c should be 2017-12-13; K-d should be Mark Brining, not Mike Beecham; K-e should be 2017-12-13(2).
Alice Dailey motioned that the Agenda be approved as corrected and motion was seconded by Mark Brining. Yes – Mike Beecham, Mark Brining, Alice Dailey, Liz Rench and Brad Rusterholz. NO – 0 Motion passed.

E. Appointment of Trustee Harvey Stidham

- a. Mayor Bishop asked the board to consider his request to appoint Harvey Stidham as a board member until the next election.

Liz Rench motioned that Harvey Stidham be appointed as trustee until the next election and motion was seconded by Alice Dailey. Yes – Mike Beecham, Mark Brining, Alice Dailey, Liz Rench and Brad Rusterholz. NO – 0 Motion passed

b. Oath of Office

Village Clerk, Patricia Briggs administered the Oath of Office to Harvey Stidham.

F. Addressing the Board

- a. Grant Jones, John -Midwest Electronics – Liquor License Application
 - i. On-site liquor license for video gaming in order to get a license for the State of Illinois. They were informed the station they were representing was in Peoria County, not the Village of Mapleton and they left the meeting.
- b. Rick Shurtz, rezoning of property (not present)
- c. Stan Bersin
 - i. The ground storage tank was taken out of service due to leak and the need to repair it. It was cleaned out and examined to make sure it wasn't occurring where the water comes in. River City poured 7" of concrete in the bottom of the sump area of the tank, with rebar, so it won't come out. They left enough room for a sump if needed at a later date. Stan inspected it and it looks good. The Mayor asked if we needed a yearly inspection. Water Committee will discuss and see what the right inspection schedule should be. Stan had a picture of before the repair but it was very dark. He stated there was dampness where it was seeping through, honeycombing the concrete. A 2nd picture was of the rust around the seams at the bottom of the tank. He explained that the tank is made of steel panels fused with very thin glass. There is no glass on the edge of the seams. Caulk had broken loose and fallen to the bottom of the tank. The 3rd picture show the joint where vertical and horizontal portions of the tank come together, showing the original join that has to be done with a special caulk (NSF). The 4th picture show the base of the tank on the north side showing where the glass has come off on the inside allowing rust. We will need to get those prepped and sealed. Mark stated that he has a quote from Pittsburgh Tank but it was quite lengthy and expensive. Stan didn't recommend Pittsburgh Tank as they propose to do work that isn't really necessary. Liz Rench asked why, when they cleaned the tank they didn't do it all and fix all the rust. Mark Brining stated that the quote was only for getting the debris out because it was going to be a huge expense to fix it all.

We only need to remove remaining caulk and replace it with an NSF sealant. The original installer has the sealant we can buy but Stan doesn't know the name of it. Harvey Stidham asked if we have an estimate of the cost. Stan said the tank went into service

13 years ago and repairs need to be done. Liz Rench asked when they need to be done and Stan said they should be done next Spring but didn't have an estimate of cost. This will be put on the agenda for January to give the Committee time to get some estimates. Stan said we need to prep around spots of rust where the glass has broken. There are anodes with a steel rod at the bottom of the tank connecting them and it is also rusting. He also said the outside of the tank has the same type of problem. The glass is pretty thin – 1/8". It can be chipped easily by a mower throwing up a rock. It will have to be wire brushed, as no grinders or power tools can be used because of the risk to the glass. Brad asked about the bolts themselves, and Stan said the bolts are in good condition.

- d. Benckendorf & Benckendorf
 - i. Will address issues as they come up in the meeting.

G. Consent Agenda

All items listed under Consent Agenda are considered routine by the Village Board and will be enacted by one motion with no separate discussion of the items. If discussion of an item is desired, that item will be removed from the consent agenda to be considered separately.

- a. Minutes from November 08, 2017 Board Meeting
- b. Minutes from December 08, 2017 Finance Committee Meeting
- c. November Bills & Correspondence (Received 11/8 thru 12/11/2017)
- d. Treasurer's Report
 - i. A question was asked about the two bills for Core & Main. Treasurer retrieved the bills and stated they were for a transmitter lid and frameless box. Mike Beecham motioned that the Consent Agenda be approved and Mark Brining seconded the motion. Yes – Mike Beecham, Mark Brining, Alice Dailey, Liz Rench and Brad Rusterholz. Harvey Stidham abstained. No – 0 Motion passed.

H. Old Business

- a. **Moppett Park** - Alice Dailey
 - i. Attorney Eric is researching and will write up a letter for us to review in the January meeting regarding ADA requirements. Park district will install a picnic table, swing set and another piece of play equipment. There was a brief discussion about the

alley adjacent to the park needing more maintenance than we currently provide.

b. Truck (village property) Silent Auction

- i. Clerk provided a preliminary form for bids for the silent auction for the truck. Liz Rench suggested that the Finance Committee handle the bids and the meeting to open and declare the winner of the bid. There was some discussion about where to place the ads and it was agreed that they should go in the Glasford Gazette and on Craigslist. Clerk was given information about who to call at the Park District to get additional history on the truck. A January meeting will be scheduled to finalize the winner.

c. OMA Violation (Attorneys)

- i. The attorney read portions of the Illinois Attorney General's findings, which stated that there was a closed meeting exception to the open meetings act that applied to the portion of the meeting on August 8, 2017. No exception to close so it was a violation. We have 35 days from the date of the decision to appeal it. November 21 was the decision date. A vote by the board is required for an appeal. Our attorney does not recommend appealing as it is probably a correct ruling. Our attorney will discuss with the attorney general what they want us to do, but the recording of the meeting must be provided to the NAACP. The attorney will let the Clerk know how to proceed.

Liz Rench motioned that we do not appeal the OMA Violation decision by the Illinois Attorney General and Mark Brining seconded the motion. YES – Mike Beecham, Mark Brining, Alice Dailey, Harvey Stidham, Liz Rench and Brad Rusterholz. No – None. Motion passed.

d. Paying bills on-line (Mike Beecham)

- i. Mike shared some information and suggestions from the Finance Committee meeting held on December 8, 2017. He referred to the copy of the Glasford Bank agreement for on-line billing which states they cannot limit what bills are paid as it must be open to any bills. Mike stated that we will police it in-house since the bank cannot limit it. The attorney agreed that this was appropriate. Liz Rench asked how much on-line bill paying was going to cost and Kelley Brandenburg stated it is a free service by the bank. Liz also asked how much the changes were going to cut Kelley's hours? Kelley shared the cost savings sheet that was given out at the Finance Committee Meeting. Mike will call about whether bonding needs to be increased due to the

changes we have made. It was decided in the November meeting to keep the Bank Reconciliation book as it is a check and balance on the treasurer by the Finance Committee. Mike stated that they are just looking for ways to cut costs, however possible. There are still two signatures required to pay the bills on-line.

- e. **Direct Deposit of village payroll checks** (January Agenda?)
 - i. The treasurer stated that the bank is still working on their paperwork that has to be taken to their board for approval. It will be voluntary. It cannot be mandated. It is an option for convenience and cost cutting. This will be tabled until January 2018.
- f. **Shooter's Files (Attorneys)**
 - i. Clerk will check on cost of digitizing files and at the cost of a scanner for the office as well.

I. Committee Reports (No motions can be made during reports)

a. Finance Committee – Mike Beecham

- i. Mike shared information about ebilling and on-line payment of accounts for water customers regarding costs, savings and benefits. There will be a survey to ask whether they would be interested with January billing. A printout with cost savings was shared with the trustees.
- ii. Mike brought up an Engagement agreement with the auditor that was received in May that was never signed and returned. It does not state what the cost of the audit will be, it simply gives rates for the various personnel who will be working on the audit. He stated that nothing was found agreeing to hire them as our audit company anywhere in the minutes. Liz Rensch thought the costs were discussed at a Finance Committee Meeting. Alice doesn't remember the auditor coming and addressing the board. Mike wondered how they were able to conduct an audit without an agreement in hand and how they were hired if there wasn't an Agenda item and a vote by the board. Because of this, we have no idea what we're being charged for this yearly audit. Alice doesn't remember her ever stating a cost. Liz said Eric Jones sent us a letter stating he was retiring and Greim & Company was taking over.

b. NOTE: Brad Rusterholz had to leave the meeting due to a family emergency at 7:45 pm

c. Health and Water – Alice Dailey

- i. Alice shared information about why the tank was drained and the worker was able to figure out where the problem was before

anyone climbed into it. It requires a food grade appropriate sealant for repairs as well as special concrete. Repairs were needed so it was decided on River City Construction because they could do it right away and had the correct concrete and sealant, which the other bidder did not have. Stan reminded us that we need a Certificate of Insurance, Prevailing Wage, and a Substance Abuse policy. Alice will contact River City to get the information.

d. Liquor – Carl Bishop

- i. Application for Quick In and Out (Pursuant to passing State requirements)
 1. Application has to be redone, as wrong application was filled out.

e. Streets and Alleys – Mark Brining

- i. Mark is still working on the end of Astle trying to get drainage fixed for the resident. He has been unable to connect with the state to get permission to continue. He has someone who can do it for \$1000 depending on what the State does. If the State doesn't fix their ditch there is no point in us fixing our end of things. Alice said years ago the resident asked for a berm to protect the back side of the property, but the water is coming around the berm. The water in the front is not draining because the State culvert is 6" lower than the culvert and the ditch is higher than the culvert.
- ii. Mark stated he is getting a bid from City Coal for First Street to cut the top off and level it and put a new surface on it by Linear foot. He has also contacted a tree service to clear the trees off to get some sunlight on the road so it can thaw.
 1. Mayor says the mining is collapsing the road and it will continue to deteriorate. He asked if there was any liability from the mining companies?
 2. Stan said Taylorville had a problem with mine subsidence. They had to re-lay sewers and got a one-time settlement from the State of Illinois to help defray the cost up to a certain \$ amount and the city paid the rest. Stan will check to see who they dealt with. (The clerk will check with state and see if she can find anything about State money for mine subsidence)

f. Zoning and Code Enforcement – Brad Rusterholz

- i. (left due to family emergency)

- ii. Mayor relayed that there was a problem with an apartment building burning couches, chairs, and mattresses. Brad contacted the owner and it was taken care of.
- iii. Trustees expressed concern that we still don't have working ordinances and would like the attorneys to work specifically on zoning. The attorney stated they have had so many calls and emails that they haven't had a chance to concentrate on the ordinances.
- iv. The attorney stated that we need someone who understands zoning and building codes to sign off on permits being issued, not just a trustee. He said we could be held liable if something failed that we approved. Liz informed him that we use mostly the State mandated codes. The attorney reiterated that we need a licensed inspector to be protected from damages. The mayor suggested we find someone who is retired but still licensed. The clerk will check into this.

J. Mayor's Report

Nothing to report

K. New Business

a. Reassignment of Committees (Mayor Bishop)

- i. The Mayor passed out a list of new committees:
Health & Water – Chair, Harvey Stidham; Mark Brining and Mike Beecham, associates.

Zoning and Code Enforcement – Chair, Brad Rusterholz; Harvey Stidham and Mike Beecham, associates.

Streets & Alleys – Chair, Mark Brining; Liz Rench and Brad Rusterholz, associates.

Finance Committee – Chair, Mike Beecham; Brad Rusterholz and Harvey Stidham, associates.

Liquor Committee – Chair, Mayor Carl Bishop; Liz Rench and Alice Dailey, associates.

ii. Stay within your own committee

Clerk is to create a new ordinance and have it approved by the attorney. This ordinance will set up fines from \$50 to \$500 that

will be decided on by the Board for the appropriate fine for each offense. Put on the Agenda for January 10, 2018.

b. Committee Responsibilities (Mayor Bishop)

i. This has already been discussed.

c. Ordinance 2017-12-13 -Change Mayor's Pay to bi-yearly (every six months)

Votes: YES – Mike Beecham, Mark Brining, Alice Dailey, and Harvey Stidham.
NO – Liz Rensch ABSENT – 1 Motion Carried.

d. NFS Checks (Mark Brining)

i. Mark pointed out that certain residents were not having to pay the \$25 NFS check fee and required to pay with cash or a money order for 6 months. The ordinance lines out this procedure and he was worried about making exceptions for a few residents. Mark wants all residents to be treated equally, with no exceptions made.

e. Update to Chapter 2 – Administration, Section 23. – Policy on sexual harassment to reflect requirements by the State of Illinois. Ordinance 2017-12-13(2)

Mike Beecham motioned that we accept Ordinance 2017-12-13(2) and Harvey seconded. YES – Mike Beecham, Mark Brining, Alice Dailey, Liz Rensch, and Harvey Stidham. NO – 0 ABSENT – 1 Motion carried.

Sexual Policy Harassment – Harvey Stidham made a motion to accept the policy and Alice Dailey seconded. YES – Mike Beecham, Mark Brining, Alice Dailey, Liz Rensch, and Harvey Stidham. NO – 0 ABSENT – 1 Motion carried.

L. Adjourn Open Session

a. Liz Rensch motioned that we close Open Session and Alice Dailey seconded.

VOTES: YES – Mike Beecham, Mark Brining, Alice Dailey, Liz Rensch and Harvey Stidham. NO – 0 ABSENT – 1 Motion Carried

M. Closed Session If Needed: Statute (Exception 5 ILCS 120/2 Section 2(c) (1) of the Open Meetings Act

a. Employee Issues

This was tabled as unnecessary at this time.

N. Adjourn Closed

O. Return to Open Session

P. Additional Business if any:

- a.** The mayor will appoint the treasurer at the January meeting

Q. Announcements

R. Adjourned Open Session at 8:45 pm

Recorded and transcribed 13 December 2017 by Village Clerk, Patricia Briggs.

Approved by the Board of Trustees and the Mayor on 10 January 2018.