

Village of Mapleton
REGULAR BOARD MEETING MINUTES

Mapleton Village Hall, 8524 Main St
11 October, 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.

I. Call to Order by Mayor, Carl Bishop at 6:31 pm

II. Pledge of Allegiance

III. Roll Call :

A. Present: Trustees – Mark Brining, Mike Beechum, Alice Dailey, Liz Dailey and Brad Rusterholz. Also present were: Mayor, Carol Bishop; Treasurer, Kelley Brown; Clerk, Pat Briggs; Attorneys for the Village of Mapleton representing Benckendorf & Benckendorf, Matthew Nelson and Erik Gibson. A quorum is in place.

IV. Approval of Agenda

A. Alice motioned that we accept the Agenda and motion was seconded by Mark Brining.

1. Vote: Yes – Mike Beecham, Mark Brining, Alice Dailey, Liz Rensch and Brad Rusterholz. No's – 0. Motion is approved.

V. Appointment of Attorney

A. Benckendorf & Benckendorf, Attorneys for the Village were welcomed and Appointed by Mayor, Carl Bishop.

VI. Addressing the Board

A. Hodges – Complaint

1. Carolyn Kelley read the complaint for Crystal Hodges, as she was not feeling well. She read the first page of the letter, which is available in the office at Village Hall.

B. Stan Bersin – Water Report

1. End of 3rd Quarter Report. Stan presented a summary of water sales and purchases and tracking the difference - Losses or unaccounted water. A copy of this summary is on file in the office.

Stan stated that he thinks the new meters are giving a more accurate record of usage. Mike Beecham asked if there was any leaking determined when the tank was clean. Stan replied that nothing looked like a separation. There are still measurements that show some leaking through the water tanks. The Water Operator believes it is between the pipe in the floor and the valve underneath the tank. Stan stated that the loss is very small compared to what we have lost in the past. Mark Brining asked if we should have Walker Excavating come in and dig it up to check for leaks and it was agreed that Mark would get an estimate from Walker regarding the cost. The question was brought up about how many gallons were wasted when the tank was cleaned and the Water Operator said the estimate was between 50,000 to 60,000 gallons.

Mike Ragan asked the board about the water runoff that accumulates in his yard, home and garage. He lives at the bottom of Astle Lane and his septic won't even drain so much water is coming down the hill. He also said neighbor's sump pumps are draining towards his yard. Stan Bersin said it needs to be taken up with Streets and Alleys. Liz Rench said the ditch under the driveway might be at fault. State ditch goes under Rt. 24 and it is much higher so he isn't getting any drainage. Mayor Bishop said he would take a look and see if there was anything he could do to alleviate the problem.

C. Mavis Bishop – Ordinance

1. Mavis referred to an incident at the last board meeting when she was told she would be fined if she continued talking. She stated that she did not stop talking and the Mayor left the meeting to call the police and the meeting was adjourned. She left and went home to wait for the law. Two hours later she was pushed while in her yard. She did not see who pushed her, but did not file a police report. She was issued a \$100 citation for disorderly conduct and doesn't feel we have an ordinance that covers what

happened. She stated she will not pay the fine and has contacted her attorney.

VII. 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 of Finance Committee Meeting, August 23, 2017 (removed)
- B. Minutes from Board Meeting September 12, 2017 – recording to be kept
- C. Minutes of Special Board Meeting September 20, 2017 – (no recording found to date)
- D. September Bills and Correspondence
- E. Treasurer’s Report
 - 1. Alice Dailey motioned to remove the Minutes of the Finance Committee Meeting, August 23, 2017 as it was approved at the last meeting and to accept the Consent Agenda with that removed. Liz seconded the motion.
 - a) Vote: Yes – Mike Beecham, Mark Brining, Alice Dailey, Liz Rench and Brad Rusterholz. No’s – 0. Motion is approved.

VIII. Old Business

- A. Moppett Park
 - 1. Alice stated that a rep of the park district was to be at the meeting. Discussion followed about what needs to be done if the Village takes over the park from Hollis Park District. Alice stated it has to be made ADA compliant. Mayor said we need to make it into a park, but we need to take into consideration the cost to insure it, mow it, and make it ADA accessible. Liz asked about the cost involved and Alice stated that there would have to be a blacktop parking area. Paths would need to be made wheelchair accessible. The stipulation is that it remain a park. Attorneys will look into it but suggested it be tabled until the next meeting. Liz motioned that Moppett Park be tabled until the next meeting and Alice seconded.

a) Vote: Yes – Mike Beecham, Mark Brining, Alice Dailey, Liz Rench and Brad Rusterholz. No’s – 0. Motion is approved.

B. Approval of Demolition Permit (Alice Dailey)

1. Clerk stated that she had been unable to locate the demolition permit in the office. Brad Rusterholz had a copy and made copies for the board. The Attorney is not sure what ordinances are in effect now and thought we should table this item until they have a chance to look at it. He stated that if we don’t have an inspector on staff who does the inspections that it might be more cost effective to put zoning under the County. He wants an opportunity to look at the Ordinances and make sure they are accurate. Liz made a motion to table the discussion until the attorneys have had an opportunity to look into it and Mike seconded.

a) Vote: Yes – Mike Beecham, Mark Brining, Alice Dailey, Liz Rench and Brad Rusterholz. No’s – 0. Motion is approved.

C. Atherton Enterprises/Chad Atherton – Unpaid Invoice (disputed)

1. Attorney called the complainant’s attorney, Mark Johnson and he wasn’t available and didn’t return the call. He then spoke with his paralegal and asked for a copy of the contract, which has not been received. He called several more times and has not made contact with the attorney.

2. Mark explained that we had paid in full for the contractor we hired. Don Pierce of Matheson Tri-Gas, told Atherton we were on the hook even though we didn’t contract with him. The attorney does not feel the village is obligated, since we did not enter into a contract with him. Alice motioned and Liz seconded that it be tabled until we hear back from the attorney.

a) Vote: Yes – Mike Beecham, Mark Brining, Alice Dailey, Liz Rench and Brad Rusterholz. No’s – 0. Motion is approved.

D. Contract for Fred Rench

1. Mayor would like to continue it for another month while he reviews it with the attorney.

2. Alice stated that we had been postponing it for five months and that it was time to make a decision. Alice motioned that we accept the contract and Mark seconded.

a) Vote: Yes – Mike Beecham, Mark Brining, Alice Dailey, and Brad Rusterholz. Liz Rench – Abstained No’s – 0. Motion is approved.

E. Reassignment of Committees

1. The following committees have been assigned by the mayor:

a) Ordinance Committee – Mayor Bishop, Benckendorf & Benckendorf, and the Clerk will form an ad hoc committee.

Once ordinances have been reviewed they will be brought before the board for approval.

b) Zoning – Brad Rusterholz, Chair, Liz Rench and Alice Dailey

c) Liquor – Mayor Bishop, Brad Rusterholz and Mike Beechum

d) Streets & Alleys – Mark Brining, Chair; Mike Beechum and Alice Dailey

e) Financing – Mike Beechum, Chair; Brad Rusterholz and Liz Rench

f) Water – The mayor appointed Liz Rench as Chair and she pointed out that it is a conflict due to her husband working for the Water Department and she would be unable to vote. She felt the mayor was trying to create conflict by appointing her. Additional discussion took place and the attorney stated that as long as Liz abstains from anything to do with water she can be on the committee. Mayor then appointed Alice Dailey as Chair; Liz Rench and Mark Brining

F. Change of Bank Signatures

1. The Mayor stated that Brad was on the bank record as a signer and just needs to be bonded. Mike Beechum pointed out that the minutes do not reflect that.
2. Mike Beechum is already on the signature card.
 - a) Alice Dailey motioned that Carolyn Kelley's name be removed and Liz Rensch seconded.
 - (1) Vote: Yes – Mike Beecham, Mark Brining, Alice Dailey, Liz Rensch and Brad Rusterholz. No's – 0.
Motion is approved.
 - b) Liz Rensch motioned that Carl Bishop be removed from the checking account and Mark Brining seconded.
 - (1) Vote: Yes – Mike Beecham, Mark Brining, Alice Dailey, Liz Rensch and Brad Rusterholz. No's – 0.
Motion is approved.
3. Liz motioned that we add Kelley Brandenburg and leave Mike on and add the village clerk to the checking account and Alice seconded.
 - a) Vote: Yes – Mike Beecham, Mark Brining, Alice Dailey, Liz Rensch and Brad Rusterholz. No's – 0. Motion is approved.

G. Credit Card for Village

1. Mayor stated that the Village needs a credit card to take care of business and asked that one be issued to the clerk.
2. Discussion followed about guidelines and who would be able to use the credit card and it was agreed that only the clerk would be allowed to use the credit card and that prior approval from the Finance Chair would be needed before it was used.
 - a) Brad motioned that the Village get a credit card with the clerk, Pat Briggs, as the signer and all charges be approved by Finance Chair and Mark seconded.
 - (1) Vote: Yes – Mike Beecham, Mark Brining, and Brad Rusterholz. No – Alice Dailey and Liz Rensch.
Motion is approved.

H. Dutch Door for Office for security

1. Clerk suggested having the door to the office modified or replaced with a dutch door for security reasons. The bottom could remain locked and the top open so access to the office was blocked but visitors had access to pay water bills, etc.. Liz suggested getting costs and presenting at the next board meeting. Tabled until next meeting.

a) Vote: Yes – Mike Beecham, Mark Brining, Alice Dailey, Liz Rench and Brad Rusterholz. No's – 0. Motion is approved.

IX. Committee Reports

A. Streets and Alleys – Mark Brining

1. Patches are done. He said he was looking at Astle Lane to see what it is going to take to get the ditch lined out to go to the highway instead of going into the resident's house and a discussion took place about how it would be paid for and should the home owner share cost. Mayor will go look at it. It is a village road but the ditch leads to the state highway. Our attorney said to make sure we contact the highway department to make sure they approve of what we decide to do. Mark will contact the state.

2. Mark stated he had purchased a camera system for the hall and hopes to have them installed this weekend.

3. Mark said the the grass on First St. from 24 East to Powell Road needed to be cut so he contacted Vern Hicks to mow. He wondered if we need to cut First Street now since it is so late in the year? Trustees and mayor felt it should be done one last time.

4. Rodney Smith asked if he could get help on the ditch at his property next to the park as it is almost completely silted up. He has called the County and can't get anything done. Mark said he is checking on it and told him to get on the county website and he would have better service. He said it took him two years to get it done at another residence.

- B. Debbie Herold asked about background checks on board members. She was reminded that we were in Committee Reports and asked if she would like to be put on the agenda for next month and she declined.
- C. Health and Water – Mike Beecham
1. Mike informed the board and residents that the assessment and cleaning of the water tower was done in the proper manner and the seal around the base was redone. There is still a leak, so new chair will have to take that over.
 2. Water meters and handheld device contract
 - a) Mike stated he would rather request service on an as-needed basis instead of paying \$2350 /year since we only need to call once or twice per year. On call is \$30 or \$40 fee for the phone call and would be more cost effective. The Board agreed that would be the way to go.
 3. There was a discussion about how bad the smell is from Evonik on weekends. It was suggested that residents call when the smell is overwhelming. Carolyn Kelley suggested residents make contact through the IEPA website. Mavis Bishop also stated action will be taken if a complaint is filed with the IEPA. The Clerk was asked to put contact information for Evonik and the IEPA in the next village newsletter.
- D. Zoning – Brad Rusterholz
1. Brad wants to send out a letter to residents about building sheds, putting up fences and tents.
 2. Since the ordinances are in question the attorneys would like to come in and go through everything with us before this is done.
- E. Finance – Alice Dailey
1. Audit is being delayed because the company that took over for Eric Jones doesn't have the same system so they have to re-enter everything. Hopefully we will have it done by December. Alice will turn over work on the levy to Mike since he has been assigned as Finance chair.

E. Liquor – Carl Bishop

1. Mayor talked about the gas station having the lottery machines emptied and turned off by the State. Clerk checked with the State of Illinois Liquor Commission and was told the lotter and liquor licenses are separate and that it does not violate their liquor license. Mark suggested a new Ordinance be created to address this and the attorneys said to let the Ordinance Committee deal with it.

X. Mayor's Report –

A. Mayor asked the clerk to add time for our attorneys to speak at each regular board meeting.

XI. New Business

A. Purchasing Bonds (Alice)

1. A representative of the Bond Company was supposed to be here tonight per Alice Dailey. They were here in 2015 and gave us information. Mapleton is broke. Road is in horrible shape so we have to get a bond in order to get the money to do any work. She is looking into a \$25,000 for 2018 and \$25,000 for 2019 to pay for road repairs. We need to know how much it would cost per \$100 because residents are going to have to pay it. The Park district and the school district did it through property taxes, and we need to do it also. She doesn't have the figures and she'll pass it on to Mike.

B. Copies of emails sent on village business (clerk)

1. Clerk has set up email accounts for the Mayor and the trustees that use e-mail so they no longer use person email for village business. She asked that she be forwarded all emails having to do with village business, and to copy her on all emails sent so there is a record in the office and she will be informed if someone calls.

C. Ordinance Change Committee (Mayor) – Already done

D. Building Permit for Mapleton Inn

1. Per Brad, they have not applied for a permit yet. Owner told him that he is going to have his son-in-law do the work. This will be tabled until after the ordinances are reviewed.

E. Update to Water Ordinance regarding damage to village equipment (Mike/Mark)

1. Mike would like to change our ordinance by adding that the owners are responsible for damage to the WIFI transmitter on the water meters. Cost of replacement is \$135. Residents and Board discussed that meters are on right-of-ways so the cost would be absorbed by the village. Further discussion will be needed and ordinance reviewed and updated.

2. Garbage cans are provided by PDC and Mike wants to make the property owners responsible for replacing it if lost or damaged at the cost of \$65. Discussion followed about what happens if there is theft of the tote and other concerns. The village will need a new contract for garbage if this is decided. There was also some discussion about charging residents a few dollars a month for insurance for the tote.

F. Workplace Violence (Policy) - Needed signed by October 16, 2017

1. Our attorney talked with the Department of Labor about this item. He said the policy the clerk created is a first step, but the Labor Department wants an actual training program. This is mostly to teach employees how to de-escalate a situation if violence erupts. He will try to get it set up by the 16th so employees can sign it and plan to implement it. He said we can get an extension via email and some interim protection until the program is completed. There are only five employees who need to take the training, as it does not apply to trustees. This was made necessary due to a complaint that was filed. If we do not comply, they will do an investigation. Liz motioned that we continue to investigate this and put together a necessary program that all employees are to comply with by the 16th. Alice seconded.

a) Vote: Yes – Mike Beecham, Mark Brining, Alice Dailey, Liz Rench and Brad Rusterholz. No’s – 0. Motion is approved.

Alice brought up about a resident who was in before the meeting complaining about the grass at a neighbor's home that was creating a rodent problem. Brad follow-up on it.

Mark said he had gotten a quote from Orkin help get rid of groundhogs in the area stating that the stench is bad when it rains or is humid. He wasn't sure of the cost and will look into it further.

XII. Adjourn Open Session

A. Alice motioned that we adjourn open session and Liz second the motion. A voice vote was taken with all present saying YES.

Meeting was adjourned at 8:37 pm.

Meeting was recorded and transcribed by Patricia Briggs, Clerk.

Approved by the Board of Trustees, Village of Mapleton on November 8, 2017.