

**Village of Mapleton**  
**REGULAR BOARD MEETING MINUTES (approved)**

Mapleton Village Hall, 8524 Main St  
10 January 2018 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 A. Bishop at 6:33 pm**

**B. Pledge of Allegiance**

**C. Roll Call**

In attendance: Mayor Carl A. Bishop. Trustees – Mike Beecham, Mark Brining, Alice Dailey and Brad Rusterholz. Absent: Liz Rench and Harvey Stidham. Also in attendance: Clerk, Patricia Briggs; Treasurer, Kelley Brandenburg and Attorney, Matthew Nelson.

- a. There is a Quorum Present

**D. Approval of Agenda**

Alice Dailey made a motion to accept the agenda and Mike Beecham seconded. Votes: Yes – Mike Beecham, Mark Brining, Alice Dailey, Brad Rusterholz. No- 0. Absent: Liz Rench and Harvey Stidham. Motion Passed.

**E. Addressing the Board**

- a. Stan Bersin

Stan stated that January is the month when he presents the service agreement for next year but it wasn't on the Agenda. He asked that it be included in the February 14, 2018 Board Meeting.

Stan gave us a better picture of the repairs to the water storage unit since the pictures he passed out last month were very dark.

Stan passed out the end of year water monitoring report. This report is on file in the office. This report is used to try to match how the water we purchase gets distributed and how much we are losing through leaks, etc. January - December 2017, we had a loss of 9.61%. This is an acceptable percentage according to Rural Development. Going into this year it should be even less unless something unusual happens. After we did repairs, our last quarter loss was 2.13%. This is very low and is not sustainable. 5 – 6% is more reasonable for loss.

## Benckendorf & Benckendorf

Matt stated he had no updates other than what was on the Agenda so he would address those as they came up.

### b. Laurie Johnson, Greim & Associates

Laurie presented the Audit results, including Required Communications. She stated that the audit took longer because the previous auditor had everything on paper and they had to transfer it all to software system. A copy of the audit is on file for review.

## F. 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 December 13, 2017 Board Meeting
- b. November Bills & Correspondence (Received 12/12/2017-January 8, 2018)  
(REMOVE)

- i. Corrections: General: Petty Cash should be \$57.88  
Water: Fred Rench – Salary should be \$708 and Petty Cash \$14.08

- c. Treasurer's Report

A question was raised about the invoice from Keokuk Railway. We paid \$50 for many years and then the price was raised. Stan explained that the management company the railway used for billing started delaying billing and the village wound up with \$2500 owed. The Board voted to pay the entire amount and paid the newer, higher rate so we were locked in at that point. There is also a 2<sup>nd</sup> crossing that we have not received an invoice for this year.

Alice Dailey motioned that we accept items a. and c. and was seconded by Mike Beecham. Votes: Yes – Mike Beecham, Mark Brining, Alice Dailey, Brad Rusterholz. No- 0. Absent: Liz Rench and Harvey Stidham. Motion Passed.

## G. Old Business

Moppett Park ADA requirements – Attorney

Attorney Matthew Nelson stated he had spoken with Hollis Park District as to why they were wanting to transfer the park to the village. They said their goal in getting rid of the park is that the cost of maintenance doesn't match the value of the park. He questioned the board as to why the village wants it? He also stated that if the

land has nothing on it, there are no ADA requirements. However, if anything is put on it, picnic table, playground equipment, etc. then it must have a parking lot, with a designated number of handicapped parking spaces. He also said the Park doesn't claim responsibility for donating ADA compliant equipment. Mayor Bishop recommended that we not take the park. Mike Beecham stated that if it doesn't have to stay as a park the village should take it. Brad Rusterholz also stated he didn't think it was a good idea, due to maintenance and ADA requirements. There was much discussion about whether the property would have to stay as a park or green space. The Park district will probably not transfer it if we don't keep it as a park. Our Attorney will contact the park about any stipulations and recommended tabling a decision until February board meeting.

Mark Brining motioned that we table a decision on taking ownership of Moppett Park until the February board meeting and was seconded by Alice Dailey. Votes: Yes – Mike Beecham, Mark Brining, Alice Dailey, Brad Rusterholz. No- 0. Absent: Liz Rench and Harvey Stidham. Motion Passed.

**a. Direct Deposit of Payroll Checks – Mike Beecham**

Information has been filled out to start doing direct deposits for those who wish to participate. The treasurer stated she doesn't have a contract from the bank yet so cannot move ahead until the contract is approved.

**b. Intergovernmental Agreement for snow removal by Hollis Township**

A discussion about plowing the Village parking lot and it was agreed they do not plow private property. Mike stated that they are plowing for where Fred Rench parks at the tower. The Mayor recommended a private company for doing the hall lot. Mark Brining reminded the board that there is an agenda item for plowing the hall later. Alice made a motion to accept the Intergovernmental Agreement for Snow plowing from Hollis Township and it was seconded by Mike Beecham. Votes: Yes – Mike Beecham, Mark Brining, Alice Dailey, Brad Rusterholz. No- 0 Absent: Liz Rench and Harvey Stidham. Motion Passed.

i.

**c. Appointment of Treasurer, Kelley Brandenburg**

Mayor appointed Kelley Brandenburg as the Village Treasurer

## **H. Committee Reports (No motions can be made during reports)**

### **a. Finance Committee – Mike Beecham**

Nothing major to report on. Survey about eBilling and ePayments was sent out and are coming in but not enough have been received yet to anticipate the outcome.

### **b. Health and Water – Harvey Stidham absent. Mark Brining**

Mark Brining presented a quote for cathodic protection from Corpro for the water tower and the need to budget for the replacement/repairs. An inspection report was given to the board and is available in the office for review. The report says we are borderline for having a failure of the rectifier (Fred Rench said they have been saying that for 5 years). We also need to budget for the cost of painting the tower since it needs to be done at the same time. Alice Dailey reminded the board that we are collecting money every month from the residents to help with the maintenance of the tower.

Fred would like to put a hydrant in before they start working on the tower to make it easier to do repairs. Some of the water can be drained into the system, but the last 2 – 3' in the bowl can't be drained out because the pressure is too low. If we drain it too far then any sediment at the bottom of the tower will be pushed into the system. This will all have to be coordinated with the painting contractor and Corpro in the Spring.

### **c. Liquor – Carl Bishop**

Nothing to report

### **d. Streets and Alleys – Mark Brining**

Mark stated he has had calls from residents questioning the No Parking signs on First Street by the park. They are confused and think that they can no longer park there. Mayor Bishop said to pull the two by the park so they understand they can park there, but not on First Street. Mark Brining said he would take care of it.

Mark stated he is still waiting on City Coal to provide an estimate for redoing First Street.

### **e. Zoning and Code Enforcement – Brad Rusterholz**

Brad stated he is just waiting for ordinances to be updated and is somewhat at a standstill until then. It was discussed that we would prepare a new set of Zoning

ordinances to have the attorney review before the February board meeting. Clerk will update and send to the attorney and the trustees for review.

## **I. Mayor's Report**

- a.** Mayor reported he is looking into some health conditions of resident and is working with the Peoria County Health Department gingerly to try to find a resolution. It appears the state might have to get involved as well. He stated that he had told the health department that we would be involved only so far as our codes/ordinances apply.
- b.** Mayor said he has feedback from residents that the board is doing very well.

## **J. New Business**

- a. Ordinance 2018-01-10 setting up penalties for trustees going outside their assigned committees. – Mayor Bishop**

Attorney Matthew Nelson stated that the ordinance is constructed too vaguely, that for it to be an ordinance, interference needs to be defined better. He said that the village also needs to have an idea of how the enforcement would be handled and questioned how enforceable it will be as an ordinance. He asked if the Village was going to go to court to enforce a \$50 fine that a trustee doesn't pay at a cost of over \$1000? The question was asked if legal fees could be included. Matthew stated that the Board has to decide what constitutes interference, and that the fine should be up to the board, not decided by the Mayor. He also stated that he had researched other municipalities and can find no other ordinance that causes the trustees to fine themselves.

There was much discussion and it was decided to table it until February. Mark Brining motioned that Ordinance 2018-01-10 be tabled until the February board meeting and Alice Dailey seconded. Votes: Yes – Mike Beecham, Mark Brining, Alice Dailey, Brad Rusterholz. No- 0. Absent: Liz Rench and Harvey Stidham. Motion Passed.

- b. Repairs to front door of Village Hall – Mark Brining**

Mark shared that Kelly Glass was the only company in the area that will work on the front door of Village Hall because the closer is inside the frame. The door needs a new closer, seals, plate around the lockset that is missing and sweep for top of doors. Previous clerk had gotten a bid but it included electronic locks, which are not needed. The contract will fix the closer and get rid of hot/cold air coming through the gaps in the door. Alice Dailey motioned that we accept the bid from Kelly Glass (minus any taxes) and Mike Beecham seconded. Votes: Yes – Mike Beecham, Mark Brining, Alice Dailey, Brad Rusterholz. No- 0 Absent: Liz Rench and Harvey Stidham. Motion Passed.

**c. Snow Removal (Mark Brining)**

Mark has not had a chance to get any bids on clearing the parking lot at the hall. Lawns R' Us plowed the last snow but did not bill us for it. It was suggested that since it so late in the season that we just hire Lawns R'Us to plow as needed. It was also discussed that we make sure the company we hire to mow, also does snow removal and get a contract later. A discussion followed and the Mayor stated he would plow any snow between now and the February meeting if needed. Mark thinks Lawns R'Us will work on a per needed basis and we can get a contract for next year. Mark will get a bid for finishing out the year. Mike Beecham motioned that we contract with Lawns R'Us for snow removal of the parking lot at Village Hall on an as-needed basis. This was seconded by Mark Brining. Votes: Yes – Mike Beecham, Mark Brining, Alice Dailey, Brad Rusterholz. No- 0. Absent: Liz Rench and Harvey Stidham. Motion Passed.

**d. New locks for water tower (Mark Brining)**

The lock was not working well for Fred Rench. Mark Brining called several lock companies who couldn't come out for several weeks. Allied came right out. Their inspection showed that the locks are worn. The locks are from 2004 so have lasted a long time. Allied oiled the locks and got them working enough to get by. Mark informed the Board that there have been many previous board members who may still have keys to the tower locks, which is a security issue. He stated that these keys will be restricted, just as the ones for the outer doors at the hall, so we'll have tighter control over them. There will be a cost of \$18 per key and Fred Rench recommended that we have 8 keys so we have a spare. Brad Rusterholz motioned that we accept the bid from Allied Lock & Safe (less taxes) and was seconded by Mark Brining. Votes: Yes – Mike Beecham, Mark Brining, Alice Dailey, Brad Rusterholz. No- 0  
Absent: Liz Rench and Harvey Stidham. Motion Passed.

**e. Contract with resident regarding past-due balance – Mark Brining**

Mark explained that a former resident had been contacted regarding a contract to pay a previous balance, less the penalties that had incurred in order to collect at least some of what was owed. The resident agreed and signed a contract accordingly. Votes: Yes – Mike Beecham, Mark Brining, Alice Dailey, Brad Rusterholz. No- 0  
Absent: Liz Rench and Harvey Stidham. Motion Passed.

**f. 1 TB external hard-drives (2) for backup of water computer (Mark Brining)**

Mark Brining shared a bid from a local company that is a bit more expensive than we could buy on-line but he wanted to use a local company if possible. There was a discussion about the cost and what would be recorded on the hard drive. It was explained that only the CUSI (water system) information would be backed up on the drive. Mark said if the board wants to use an on-line company he is

fine with that. Alice Dailey motioned that the clerk is to purchase two 1TB external hard drives from an on-line source using the Village credit card and was seconded by Mike Beecham. Votes: Yes – Mike Beecham, Mark Brining, Alice Dailey, Brad Rusterholz. No- 0. Absent: Liz Rench and Harvey Stidham. Motion Passed.

**g. Ameren Illinois Incentives for energy efficient upgrades**

Since no residents were in attendance and clerk has forms if residents are interested. Brad made a motion to remove from the Agenda and was seconded by Alice Dailey. Votes: Yes – Mike Beecham, Mark Brining, Alice Dailey, Brad Rusterholz. No- 0. Absent: Liz Rench and Harvey Stidham. Motion Passed.

**K. Announcements**

- a. Clerk will work Fridays in January and February when there is a Monday holiday.
- b. Mike Beecham shared that the clerk was concerned that we were paying more for office supplies by utilizing Staples when much better prices were available elsewhere. Since there is no contract or ordinance controlling where supplies are purchased it was decided that the clerk will find best prices whenever possible.

**L. Adjourn Open Session**

**M. Closed Session if Needed: Statute**

**N. Adjourn Closed Session**

**O. Return to Open Session**

**P. Additional Business if any**

**Q. Adjourn Open Session**

- a. Mark Brining made a motion that we adjourn the meeting and was seconded by Brad Rusterholz. Votes: Yes – Mike Beecham, Mark Brining, Alice Dailey, Brad Rusterholz. No- 0. Absent: Liz Rench and Harvey Stidham. Motion Passed and meeting was adjourned at 8:53 pm.

Recorded and Transcribed by Patricia Briggs, Village Clerk

Approved by the Village of Mapleton Trustees 14 February 2018