

Village of Mapleton

BOARD MEETING MINUTES

Mapleton Village Hall, 8524 Main St.

09 May 2017 at 6:30 p.m.

Meeting to be recorded

- I. **Call to Order** – at 6:33pm by Liz Rench – presiding until the new mayor was sworn in.
- II. **Pledge of Allegiance**
- III. **Roll Call** – Present were Carl Bishop, Mark Brining, Alice Dailey, Justin Egan, Mike Beecham, Liz Rench, Rhonda Hodges- village treasurer, Bill Connor – village attorney, Carolyn Kelly – village clerk. None of the outgoing administration was present.

IV. Addressing the Board

- A. Mike Choudhari – owner Mapleton Mini Mart requests an additional liquor license from the new board. This will be for an entirely separate new business at that location. New Mayor Bishop is favorable, but the village ordinances will need to be amended. Item will be added to the June agenda.
- B. Stan Bersin – Water Report – given later in the meeting.

V. 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 April 11, 2017 Public Hearing - Annexation
- B. Minutes from Board Meeting April 11, 2017
- C. Minutes from Committees Meeting May 4, 2017
- D. Delete Audio from April 2017 meetings and on/after August 09, 2017
- E. Treasurer's Report
- F. Correspondence and Bills-April 2017

Motion to accept all items by Trustee Dailey; seconded by Trustee Egan with the stipulation that exceptions to the committee meeting report may be forthcoming. "Yes" vote from Dailey, Egan, Rench, and Brining. Motion carries. New board members had not been sworn in at this point in the meeting.

VI. Old Business

- A. Vacating Road (Attorney) – Mr. Connor has some documents to review and will report during the June board meeting.

VII. Swearing in of new trustees and Mayor – Elected village trustees – 4 yr. Alice Dailey, Justin Egan, Liz Rench, 2-yr. trustee Mike Beecham, and Mayor Carl Bishop recited the Oath of Office and also signed oath papers.

VIII. Committee Reports

- A. Streets and Alleys – Liz Rench - Material bin materials and construction costs will be shared between general and water. She has 2 bids for outside electrical work – moving conduit and burying a stand up box. Schaeffer Electric has bid \$1260 and Schwartz Electric is \$1476. Peoria County Highway still has not set a date for closing of Main and Walnut intersection. The repairs are expected to take 3 weeks. Three 60' 48" culverts (plastic) will be needed for future replacement of existing metal culverts. A price of \$1600 has been negotiated. She asked permission to purchase these pipes, but it was not on agenda. It was agreed that work does need to be done, but approval was not given on the expense. She presented a bid from Cullinan on tilling ½ of West First Street from bottom of hill to the park -\$8800 for tilling, \$7000 for final shaping. Finishing off with tar and chip brings the total cost to \$47,230. Mayor Bishop suggested surface scratching with an 1 ½" overlay to cut the cost. She will work on getting other bids. Mayor Bishop also suggested working with Hollis Park District. Attorney Connor stated that a project of this size should be advertised for bids. Stan Bersin suggested the base should be evaluated before any construction. Trustee Dailey said that Hollis Park may be adding improvements to the area near the east end of First Street. Trustee Beecham pointed out that the railroad crossing needs repair and it would be in everyone's best interest for the railroad to coordinate repair when Peoria County closes the tracks for repairing the intersection of Main and Walnut. Trustee Dailey asked if a petition would help get a response. He also said that County maintenance of Main Street and Mapleton Road was not satisfactory this past winter. The curve and hill were very slick and dangerous. Trustee Brining said that reporting problems on the County website may provide a faster response.
- B. Health and Water – Mark Brining – Farm equipment has been driving over the meter vault at the Butler Haynes park entrance. This has possibly damaged the pipe and connections there. Matheson meter replacement led into a larger repair because the shut off valve was not working. Debris was found inside the meter that was replaced. Brining would like the engineer's assistance in getting equivalent quotes for ground storage tank maintenance. He is working with Stan for plans to add a chemical feeder at the pumphouse if it is needed in the future. Cost is unknown at this time. Another shut-off valve is inoperable near Butler's. Replacement of this valve is scheduled for the week of May 15. Estimated replacement cost is \$2500. Trustee Dailey said George Young Company is willing to bid on water tank maintenance. She also suggested that all shut-off valves be tested semiannually. Trustee Brining suggested that GIS system mapping would be beneficial for locating all the shut-offs. He will get a quote and review the 2017-2018 budget.
- C. Zoning – Justin Egan – Zoning has been checking on asbestos testing for the structure

at 8707 West First Street. Zoning Chair can take another committee member to meet any company that responds. Illegal parking on West First Street continues to be a problem. The village can ticket any vehicle that is parked in a marked "No Parking" zone. Several board members mentioned that towing is a solution. Tow away signage can be posted. Also, a certified letter could be sent to residents informing them of this action.

Ordinance will need to be changed to address new conditions in the village.

- D. Finance – Treasurer Hodges said that new budget will need to be worked on.
- E. Liquor -- License renewals need to be paid by June 30. Trustee Brining objects to the possibility of open container liquor at the gas station. Staff size should be large enough to monitor the drink service. Concerns were voiced about the separateness of the businesses. Future work will need to be done on the ordinances.

IX. Mayor's Report – Mayor Carl Bishop said that he is happy to serve the community and hopes to better it.

X. New Business

- A. Attorney Appointment – Mayor Bishop reappointed William Connor as village attorney. Motion by Brining; seconded by Mike Beecham. "Yes" votes from Brining, Beecham, Dailey, Egan, and Rench. Motion carried.
- B. Bonding for Trustees – Trustee Dailey has bonds for the Mayor and Treasurer. Since no committees are set up, Finance will be bonded later.
- C. Reappointment of Village Clerk – Mayor Bishop reappointed the current clerk, Carolyn Kelly. Motion from Brining to accept the reappointment; seconded by Rench. "Yes" votes from Brining, Beecham, Dailey, Egan, and Rench. Motion carried.
- D. Reappointment of Treasurer – Mayor Bishop reappointed the current treasurer, Rhonda Hodges. Dailey motioned to accept the reappointment; seconded by Rench. "Yes" votes by Brining, Beecham, Dailey, Egan, and Rench. Motion carried.
- E. Appointment of Trustee for unexpired 2-year term – Mayor Bishop appoints Brad Rusterholz as 2-year Trustee. Motion to accept the appointment by Rench; seconded by Egan. "Yes" votes by Brining, Beecham, Dailey, Egan, and Rench. Motion carried. Rusterholz is sworn in by the clerk.
- F. Number of members serving on committee – Mayor Bishop has reduced the number of assigned committee members from five to three. Committee Chairs should provide updates to the mayor. Ordinance changes will appear on next agenda.
- G. Committee Assignments – Mayor Bishop assigned Streets and Alleys – Liz Rench(Chair), Brad Rusterholz, and Alice Dailey. Health and Water – Mark Brining(Chair), Mike Beecham, and Justin Egan. Zoning and Code Enforcement – Justin Egan(Chair), Brad Rusterholz, Alice Dailey. Finance – Alice Dailey(Chair), Liz Rench, and Mike Beecham. Liquor – Carl Bishop. In the mayor's absence, another trustee can be appointed to liquor. Name change on Glasford Bank accounts from Patty Monks to Alice Dailey.

- H. Water Bill Increase – Stan Bersin said that T-L Water rate change letter informed the village that our purchased water rate will increase by 9%. The true impact on village costs will be an increase of 20.8%. He presented handouts of the village options for charges to cover the increase. Our supplier rate change means that our water costs will increase by \$46,640. The village has an average 7.4% loss over 3 years that the water department will need to lockdown. First Option has changes to the base service charge and volume rate changes – no change to debt service and capital improvement structure. Second option has a reduction in debt service and an increase to capital improvement. Third option much the same as the second, but with a .10 increase at 100,000. Detailed discussion of rate breakdown and revenue generated by the basic customer charge. Rate increase of \$1.50 per 1,000 used over the minimum gallon allowance would be needed at the low volume user level. He suggested adding some another level of high volume rates. Trustees will study the options and vote during the June Board Meeting. Public should be notified a month prior to the date the rate increase becomes effective. Option B is recommended by Mr. Bersin, but future infrastructure needs will need to be considered in the collection of capital improvement funds. Budget meeting will need to be held to consider what 2017 Operating costs will be. Trustee Dailey motioned that Option B be accepted. No one seconded. Motion was rescinded. \$30,000 currently is in capital fund.
- I. Ordinance for Garbage Rate Increase Change – Mark – new ordinance was handed out. Rate increase of .25 is effective August 1. Customers will be notified on the June bill and on the village website. Motion to accept ordinance 2017-0509-01 from Egan, seconded by Dailey. “Yes” votes from Brining, Beecham, Dailey, Egan, Rench, and Rusterholz. Motion carried. Garbage applications will be updated.
- J. Purchase of Drug Testing Kits (for Employee testing) – Attorney Connor handed out a Drug-Free Workplace Program. When guidelines are adopted the village can do random employee testing at \$3-\$5 per kit and can be read in house by a certified person. A program will need to be in place should the village ever want to apply for government grants.
- K. Tickets for Parking - Addressed during zoning report.
- L. Debit Card for Village – (at 2:39:30) Treasurer stated village has had a credit card in the past. Some recurring bills are being charged on the treasurer’s personal card. Glasford Bank can issue a debit card on a village account. Whoever is on the bank account will be authorized users. Trustee Rench motioned that the village obtain a debit card; seconded by Dailey. Voting “Yes” were Brining, Beecham, Dailey, Egan, Rench, and Rusterholz. Motioned carried.
- M. 9226 S Mapleton Road Annexation – Appropriate documents were not drafted or submitted in the past, so this property has not been annexed to the village. Attorney Connor will prepare the correct paperwork and will contact the resident. Item to appear on June board meeting agenda.
- N. Hiring Employees – Trustee Dailey presented an application from Caleb Messmore for general village employment. Background checks were decided on in a previous session.

A check will need to be completed before any hires.

- O. Purchase of Fire Safe File Cabinet – Trustee Dailey said that a new fireproof safe is quite expensive. She will check on availability of donation of used office equipment.
- P. Code Violation Warning Letters to be sent from Office – Trustee Egan has previously sent code violation warnings to the village attorney who then sent them. To save expense, the warning letters can be issued through the village office on a board approved form letter. The mayor and trustees will be revising the village code.

XI. Additional Business (if any) – Some financial procedures will need to be clarified in future ordinances. The clerk announced that trustees are invited to a tree seminar on May 15. Finance is working on title and plates for the truck. Current information is that a medical card will not be necessary.

XII. Announcements – None.

XIII. Adjourn Open Session – Motion to adjourn by Rench; seconded by Egan. Adjourned at 9:30pm.