

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

Thursday, February 14, 2019

6:30 p.m.

*Meeting to be recorded*

**PLEASE SILENCE YOUR CELL PHONES!**

**1) Roll Call -**

Present: Carl Bishop, Mayor; Trustees: Mark Brining, Mark Foust, Liz Rench and Harvey Stidham. Absent: Mike Beecham and Rodney Smith. Also present: Clerk, Patricia Briggs, Treasurer, Peggy Stidham and attorney, Mike Seghetti. A quorum is present.

**2) Pledge of Allegiance**

**3) Call to Order 6:30 pm by Carl Bishop, Mayor**

**4) Approval of Agenda**

Mark Foust made a motion to accept the Agenda and was seconded by Harvey Stidham.  
Votes: Yes – Mark Brining, Mark Foust, Liz Rench and Harvey Stidham. Agenda Approved.

**5) Consent Agenda**

All items listed under the 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 Regular Board Meeting – January 10, 2018
- b) Minutes from Liquor Committee Meeting – January 10, 2018
- c) Minutes from Finance Committee Meeting – February 7, 2019
- d) Bills & Correspondence (Received January 11 – February 14, 2019)
- e) Correction to Consent Agenda from last month. The two invoices from Walker Excavating should have been under Streets and Alleys, not water.
- f) Treasurer's Report

Mark Foust made a motion to accept the Consent Agenda as presented and was seconded by Mark Brining. Votes: Yes – Mark Brining, Mark Foust, Liz Rench and Harvey Stidham. No – 0. Absent – Mike Beecham and Rodney Smith.

Consent Agenda was approved.

## 6) Public Comments

***Please keep comments to three minutes. Review the agenda before you speak. This is the ONLY opportunity you will be given to speak during the meeting. There will be no discussion by audience members during the business meeting unless there is an emergency situation.***

## 7) Addressing the Board

- a) Stan Bersin – Stan stated that there was a big increase in the amount of water purchased and a 15% difference in what we sold last month. He said we needed to keep our eyes open because it is a big difference. He also explained that he will miss next month's meeting due to surgery.

Mark Brining reminded Stan that we need to drive around and look at the streets so we can start getting ready for sealcoating. Stan says that will need to be done in the next two weeks and he has someone who can do it with us.

Harvey also stated that we need to talk about the tower repairs and start getting bids.

- b) Russ Rumhold – Audit Report (This is a synopsis – complete audit is available in the office for review.)

Russ passed out audit report and letters. Two letters: He explained that the first (single page) deals with internal controls, such as segregation of duties, reviewing the bank reconciliations; bills are available for review; and on top of water usage. He stated that it is not uncommon because there aren't that many employees. He stated that we need better accounting for customer deposits so we know what we owe people back.

Second letter has more detail under the bullets. (Available in the office)

Bound report: page 4 – available in the office. Unmodified opinion same as a clean opinion, which is good. Page 6 – Assets, liabilities and net position. General, MFT, Primarily the water fund. That is what is in reserve. \$133,000 10 months of operating fund balance. Waterworks \$259, 000 7 months of operating fund balance.

Page 11 – Some of them are difficult to read or understand. Surplus, MFT surplus \$6,970 for the year.

Page 14-15 Waterworks and Garbage. \$19457. Negative \$529. -\$393

Page 16 – Cash Flows Waterworks and Garbage

Page 26 – Bottom of the page - Interfund loans and transfers (lag time in evening that up)

Transferring to the garbage fund

Page 29 – Most important assets FDIC \$250,000 insured. On any given moment if you subtract \$250,000 that's the dollars at risk. So the bank should give us some kind of collateral to be fully collateralized that is over the \$250k threshold. \$40,000 roughly wasn't collateralized. How does the bank handle that?

Page 34 – No outstanding loans other than the IEPA

Past the notes it is analysis. Uncollateralized deposits but that might have been just one day's difference. Annual Financial Report has been filed.

Harvey asked what would be good to have on hand: Russ explained that two years is too much but there should be some thought process of why we're accumulating these funds. The other thing with garbage is to make sure the right fees are going into the fund. Receipts from customers were less than what we paid to the supplier. Clerk will do a garbage audit.

## **8) Old Business**

- a) Liquor License Application for AHS Development (The Corner Farm) – Mayor Mark Brining made a motion to approve the liquor license and was seconded by Harvey Stidham. Votes – Yes: Mark Brining, Mark Foust and Harvey Stidham. No – Liz Rench. Mayor Carl Bishop voted Yes. Motion passed even though the mayor has final authority and did not need board approval.
  
- b) Re-approval of Ordinance 2019-10-01-03 – Special Use for Agricultural Land Attorney – Mike Seghetti, Village Attorney, explained that although this amendment to zoning ordinance had already been approved by the board previously, we did not meet the requirements for publication and a public hearing. The hearing was held prior to the board meeting on this date. Mark Brining made a motion to re-approve Ordinance 2019-10-01-03 and was seconded by Mark Foust. Yes – Mark Brining, Mark Foust, Liz Rench and Harvey Stidham. No – 0. Absent – Mike Beecham and Rodney Smith. Motion carried.

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

- a) Finance Committee – Mike Beecham (Russ Rumhold)  
Amendment to Local Government Professional Services Selection Act  
Clerk explained that this is a new process put in place by the State of Illinois and pointed out that it isn't required if the Village already has a solid working arrangement, such as with Greene & Bradfield. This applies to professional services such as architects, engineers, etc.
  
- b) Health and Water – Harvey Stidham  
Harvey stated that the read out at the tower is going bad and that Data link is coming out to download all the information and order a new board. The cost will be \$2000 for the new board and to download it. Resident asked if that would affect our water usage as hers went up \$10 last month for no reason. Harvey explained that we could do a 30 day reading to see if there was any explanation such as a toilet running and she declined. She explained that our Water Operator has looked at it and they checked for leaks and couldn't find anything.

Harvey stated he will get with Stan Bersin to start working on the painting and cathodic painting bids.

**c) Liquor – Carl Bishop – Issue license to Corner Farm**

License has been approved.

**d) Streets and Alleys – Mark Brining**

Nothing going on, but township is maintaining roads and are completely out of cinders and salt so unless they get some in there isn't anything we can do if we get more bad weather. Patti Monks stated that Mapleton Road hill was really bad. It was explained that the County was called to shut off the hill and that everyone in the county had the same issue.

**e) Zoning and Code Enforcement – Mark Foust**

Solar Farm has now been finalized. The committee is working on the ordinance book again to update.

**f) Mayors Report – Carl Bishop**

Everything seems to be going well.

**10) New Business**

**a) Possibility of contracting out road work – Mayor Carl Bishop**

Liz asked where the money would be coming from to pay for it. Mark stated that there is no money right now and MFT funds are set aside for sealcoating. Mark won't have any money until the new budget is done. There was discussion about the possibility of brining someone on part-time but no decision was made at this time.

**b) Offer on truck of \$3000 – Mark Brining**

Mark explained that we were asking \$3500 for the truck but had a cash offer of \$3000 but he wanted board approval before accepting it. Harvey Stidham made a motion that we accept the cash offer of \$3000 and was seconded by Mark Brining. Votes: Yes – Mark Brining, Mark Foust, Liz Rench and Harvey Stidham. No – 0. Absent – Mike Beecham and Rodney Smith. Motion carried and the truck was sold and title transferred after the meeting.

**c) Ordinance 2019-02-14-01\_Special Use for property zoned Agriculture**

Village attorney explained that the previous ordinance was setting up the special use and this ordinance allows solar farms. Liz Rench made a motion to accept Ordinance 2019-02-14-01 and was seconded by Mark Foust. Votes: Yes – Mark Brining, Mark Foust, Liz Rench and Harvey Stidham. No – 0. Absent – Mike Beecham and Rodney Smith. Ordinance was approved and Sunrise Energy Ventures will submit an application.

**d) Purchase Orders - Mike Beecham – Treasurer, Peggy Stidham explained that the Auditor says we need to use Purchase Orders for everything. The chair of each department can sign off on a purchase order for up to \$500. Anything above that will need board**

approval. Clerk will order forms and notify vendors of the need for purchase orders.

- e) Cleaning Village Hall - Mark Brining suggested that we hire someone to do a quarterly deep cleaning at \$50 per time. Clerk explained that we have an applicant with experience and recommendations. Mark Brining made a motion to hire the applicant if she was agreeable and was seconded by Harvey Stidham. Votes: Yes – Mark Brining, Mark Foust, Liz Rench and Harvey Stidham. No – 0. Absent – Mike Beecham and Rodney Smith. Motion carried.

**d) EXECUTIVE SESSION** pursuant to Section 2(c)(1) of the Open Meetings Act for purposes of discussing the employment, discipline, performance, or dismissal of specific employees of the Village. NOT NEEDED

**e) Announcements**

Liz asked that moving the meetings beginning in May be added to the next agenda. She would like the meetings to be the 2<sup>nd</sup> Tuesday of the month at 7 PM to allow people more time to get in from work and attend meetings. There was discussion about conflicts, including with the attorney and it was recommended no changes be made until the new board is in place in May.

**f) Additional Business if any**

Fritz asked who told the Mayor he was wanting to retire? The Mayor said he read it in the Water Committee Meeting Minutes. Clerk explained that the discussion at the meeting was having someone in training to be available when and if Fritz decides to retire. Mark explained that he had given someone the information about training classes but they did not follow-through. Harvey will talk with the employee and see what interest there is.

Resident stated that volunteers are needed to clean up the ditches, which are a mess.

Patti Monks again expressed that we need some kind of recycling going. Clerk explained that at the last meeting Rodney Smith said he was going to check into it.

- g) **Adjourn Open Session** – By unanimous voice vote, meeting was adjourned at 7:35 pm

Recorded and transcribed by clerk, Patricia S. Briggs



Approved by the Board of Trustees of the Village of Mapleton on 14 March 2019