

**VILLAGE OF CAPRON**  
**Committee Meeting Minutes**  
**JUNE 27, 2016 @ 7 p.m.**

Meeting Location is at the Capron Village Hall - 250 W. Main Street

**Pledge** 7:00 PM

**Call to Order** by President JoAnn Cavaliere

**Roll Call** – Kim Gazda, Steve Cavaliere, Elizabeth Kopacz, Linda Nelson, JoAnn Cavaliere, Laura Pisarcik, Aaron Szeto present. Ken Hawes, Nancy Jones, Anna Kuzmiak absent.

**Approval of Agenda** – Motion by Steve Cavaliere, 2<sup>nd</sup> by Kim Gazda. Voice vote: all ayes. Motion approved.

**Audience Comments** – Those who wish to address the board must sign in at the beginning of the meeting and will have **5 minutes** to speak.

**Charlie Frank** asked Aaron Szeto when the information would be ready for the ZBA members to view for the upcoming ZBA meeting July 7, 2016. Aaron said he would get the material ready this week.

**Ad-Hoc Community Events** – Robert Lukes – We had 14 vendors. Traffic was slow, a lot of other things were going on that weekend. We have 6 vendors that carry over to the August Flea Market. Yard of the Month – there are 10 nominees. The Master Gardeners Club has the list to drive around and view and vote. Jon Pagel Designs in Harvard has agreed to donate a sign to display in winners yard.

**Code Enforcement** – Robert Lukes

- Code Enforcement Status Report – Mowing has slowed down due to no rain.
- Status on properties to tear down: Aaron stated we can get with Chief Holmes now to schedule the demo of 127 W. Main and 165 E. Main per our intergovernmental agreement with fire department. As far as 330 N. Wooster, we need to post for 30 days and then ask the fire dept. if they would like the same deal to demo property.
- Discuss Lion's Club placing a sign on triangle piece owned by the Village by Surface Manufacturing & bike trail. Proposed sign is 7' high by 8' wide. The board suggested it be reduced to 6'x6'. Bob is to get with Lion's Club to have them fill out application, the village will waive the fee. To be approved at next Business meeting so the Lion's can get it up before their Chicken BBQ in August.

**Community Relations** – Kim Gazda

- Would like an update on finding grants. JoAnn explained that Linda & Laura have been looking into them, but they are so specific in what they asking for. There are several opportunities offering low interest loans, but that is not what we want.

**Health** – Anna Kuzmiak (Absent)

**Maintenance & Streets/Sidewalks** – Nancy Jones. (Absent)

**Planning & Development** – Elizabeth Kopacz (Nothing at this time)

**Treasurer**- Laura Pisarcik- Auditors coming tomorrow for field work, we are ready

**Water & Sewer** - Ken Hawes

**Zoning & Ordinance** – Steve Cavaliere

- Discuss amending Ordinance for Code Enforcer to allow him to do some of the smaller inspections. Need to know if code enforcer can first, then change ordinance, discuss rate for permits, and then whether this will be included in code enforcers 25-30 hours/month or if need to adjust.

Aaron stated that there is no certification required. Knowledge of building codes is necessary. Bob said he felt he could do these inspections within his 30 hours for the month. Consensus of the board was yes – amend our code to allow code enforcer to handle the smaller permits.

- Discuss weight restrictions on local streets. Weight limits got dropped off when updating code books. Need to put back in code. Reinstate the 4 ton (8,000 lb.) limit. Some felt the 8,000 lb. was too low for some of the trucks now days and suggested raising the weight limit. Others felt the need for the code was unnecessary. Enforcing the code would be an issue as we do not have a scale. Aaron said it may have been on the books in the past but said it was probably never enforced. Bob suggested maybe base it on plates: B plate up to 8,000 lbs., D plates 12,000-16,000. Since we are missing a few board members, this issue will be discussed again at next committee meeting.

**Village Engineer** – Ryan Wood, Strand Associates, Inc (No present)

**Village Attorney** - Aaron Szeto

**Village President** – JoAnn Cavaliere

- Discuss changing meeting time from 7:00 pm to 6:00 or 6:30 pm. – To be discussed at next committee meeting.
- Discuss having 1 meeting each month: Business meeting first to vote on items discussed at previous meeting. Then adjourn and call to order the Committee meeting to discuss new items for discussion that will be voted on at the next meeting. – To be discussed at next committee meeting.

**Audience Comments** – Those who wish to address the board regarding the **material discussed at this meeting** will have **5 minutes** to speak.

**Unfinished Business**

**New Business**

**Adjournment** – Motion to adjourn by Steve Cavaliere, 2<sup>nd</sup> by Kim Gazda. Voice vote: all ayes. Meeting adjourned at 8:00 PM.

*Minutes taken and transcribed by Village Clerk, Linda M. Nelson*

Date: \_\_\_\_\_