

VILLAGE OF CAPRON
Committee Meeting Minutes
SEPTEMBER 26, 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 – Nancy Jones, Ken Hawes, Elizabeth Kopacz, Steve Cavaliere, Linda Nelson, JoAnn Cavaliere, Laura Pisarcik, Aaron Szeto present. Anna Kuzmiak absent.

Approval of Agenda – Motion by Ken Hawes, 2nd by Nancy Jones to approve agenda as presented. No discussion. 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 up to **5 minutes** to speak.

Dan Dulger – concerned about the parking ordinance where it's prohibited to park on streets without curbs. Asked if that means if he has company for Thanksgiving, those who park in street will be ticketed? Also asked why the Village was going to repair Rte. 173 when it's the State's problem and should fix it.

Sherry Gieske – Attended a board meeting back when she was running for County Board District 1 and promised if she won, she would be back. She was voted in for a 4 year term and is charge of 4 committees. Worked on setbacks for Wind Turbines, Growth Dimensions, Chairman of Administration and Planning Staff. Stated the Great Lakes RR has submitted an alternative route and would not be coming thru Boone County. She asked if anyone had any questions. Steven Bank asked what could be done about the rodeos. Sherry suggested calling the Sheriff or contacting them personally to express concerns. Someone in audience stated that when you call the sheriff, they tell you they have a permit.

Conrad Lobinsky – First of all, stated the board was in violation of OMA because there weren't enough chairs for everyone. Then Conrad addressed Attorney Aaron Szeto with questions: how long he's been a municipal attorney. (6 years). Then ask about the protocol: do members discuss material at committee meeting & then vote on the material at business meeting. (That is the protocol). Inquired about Ordinance 15-24 regarding parking on streets without curbs and asked why protocol wasn't followed on December 12th, 2015. (Aaron stated he would have to look into the agenda & minutes at that time as he didn't recall off the top of his head). Then Conrad stated that the board could not go into an executive session to discuss personnel issues regarding employment compensation of specific employees.

Mike Lobinsky – Stated that there was nothing that required the board to have to go into an executive session. Then had a question for Attorney Aaron Szeto regarding a public forum and was there any rules that state a board member cannot answer questions on that forum. (Aaron wasn't aware of any). Mike stated Steve should step down.

Disa Fyfe – Asked why Steve Cavaliere was appointed to the board and if the open seat should have been posted for 2 weeks. Disa also stated that Curtis Newport said Capron pays the highest taxes in Boone County. Disa then inquired about handicap access.

Ad-Hoc Community Events

Code Enforcement

Community Relations

Health – Anna Kuzmiak – Absent

Maintenance & Streets/Sidewalks – Nancy Jones.

- Discuss repair of dip in State Hwy. 173 at 2nd Street. IDOT is willing to help by grinding up the blacktop. The Village has received a quote from Majestic to then pave the area for \$2050. Nancy explained that we have a contract with IDOT from 1998 that shows the village is responsible for the area in need of repair. Dan Dulgar came over by Nancy so she could

explain this and Dan stated he wasn't aware that the village was responsible and thanked Nancy Jones for the information.

- Discuss garbage cans along Main St. – Nancy explained the garbage cans were collected to see about getting them repainted and discovered they were rusted out and had jagged edges that were unsafe. She had contacted the Boy Scouts who stated they were donated by Eagle Scout but the village was responsible for maintaining them. They served their purpose for several years.

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

Treasurer- Laura Pisarcik

- Review & discuss Proposed Budget. Laura went over the proposed budget explaining expenses and balances. General Fund Balance \$594,821.74. W/S Fund Balance 1.2 million. Looking into getting a USDA Loan/Grant for new well. Hoping to qualify for 45% grant. Unfortunately a shallow well wouldn't work so have to go with a deep well which means it will cost approximately 2.8 million. MFT Fund Balance \$8,732.24 and should receive around \$30,000 this year for MFT. Next year we will need to do a resolution to bring funds back from General Fund to MFT Fund and we should have approximately \$75,000 to put toward streets. Capital Fund Business \$3,136.00. These are "unaudited" totals as the audit won't be completed until October. She asked the board to look over the budget and get back to her before it is approved at the next business meeting. Mike Lobinsky asked Laura if when she creates reports, does it have line items that show what individual is spending what money? Laura said no, she runs a "detailed general ledger" and it shows who the vendor is but not what was actually purchased. To see what was purchased the actual invoice would need to be pulled from accounts payable. Mike asked if this information is available to the public. Laura said she doesn't put the document online because it is such a large file. Laura stated she is the one who has to print it and would be happy to go over it with the requester.

Water & Sewer - Ken Hawes

- Generator Level I Inspection: Complete system inspections & repairs by electrical Generator Systems Association Certified Technician of Genesis Power. Total parts, labor and mileage on the Onan Gen-set \$973.56 (Sewer Plant)
- Generator Level II Maintenance: Includes all Level I inspections as well as checks, test and adjustments of lube oil, air induction & exhaust, engine monitors & safety controls, lubricate bearings, vibration isolators, fuel system filters, control head cleaning, inspection of wiring, circuit boards and testing, automatic transfer switch maintenance. Total parts, labor and mileage of the Olympian Gen-set \$1080.14 (Lift Station)

Ken explained to the board that the total for generator maintenance at sewer plant and lift station from PDC is \$2053.70 and he received another quote from Genesis Power for \$1600.00. Both quotes include labor, material, and mileage. The board will vote on this at next business meeting.

- Emergency work was performed on the lift station pump. Bottom half of pump came apart due to wear and tear. The village has not received a bill for this emergency repair at time of meeting but Ken stated we should have it to approve with the bills at next business meeting.

Zoning & Ordinance – Steve Cavaliere (Nothing at this time)

Village Engineer – Ryan Wood, Strand Associates (Not present – attends as needed)

Village Attorney - Aaron Szeto (Nothing at this time)

Village President – JoAnn Cavaliere

- Resignation of Robert Lukes – JoAnn announced the resignation of Robert Lukes.
- Resignation of Kim Gazda – JoAnn announced the resignation of Kim Gazda.
- Discuss Village Board's Desire Not to Pursue Vehicle Permits. JoAnn stated the board's desire not to pursue vehicle permits.
- Discuss whether the Village Board wants to dissolve the Ad-Hoc Community Events Committee. – JoAnn explained this was a committee sanctioned by the village board. There were some board members on this committee so the ad-hoc committee was formed for board

members and the public could work together. Because it was sanctioned by the board, agenda's need to be posted 48 hours before meeting and minutes taken at each meeting. The audience suggested to the board that they table this in hopes of finding someone to take over this committee. This will be put on the next committee meeting agenda to be discussed again.

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

Conrad Lobinsky – brought up the demolition of property on Main Street and explained to the audience that the Village purchased the property, signed the property over to the fire department who were supposed to do “training” and then tear it down. Then the fire department would sell the property and split the money from the sale with the village. Conrad stated there was no way the village was going to get back the money invested in this property and the only people to benefit from the property being taken down were the commercial property owners downtown. He stated that the Cavaliers own property on Main Street and would benefit. JoAnn Cavaliere said she doesn't own that property, a family member does, and she didn't even think about that when there was discussion about getting the building down.

Unfinished Business

New Business

Motion to exit open session to go into executive session by Steve Cavaliere, 2nd by Nancy Jones. No discussion. Roll call vote: Ken Hawes, Elizabeth Kopacz, Nancy Jones, Steve Cavaliere voted aye. Motion approved. 7:55 PM

JoAnn asked the audience to leave, audience members said they didn't wish to go outside and wait and told the board to go into another room. The board then went into JoAnn Cavaliere's office.

Executive Session:

- 1) ~~Pursuant to 5 ILCS 120/2 (c) (1) of the Illinois Open Meetings Act to discuss personnel issues to discuss employment compensation of specific employees.~~
- 2) Pursuant to 5 ILCS 120/2 (c) (3) of the Illinois Open Meetings Act to discuss selection of person to fill vacancy in public office.

Open Session: 8:12 PM

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

Conrad Lobinsky asked the board to disclose who they discussed to fill the vacancy as village trustee. Stated there was no need for an executive session and told the board they need to tell the audience what was discussed in executive session. JoAnn said no one was appointed at this time. Conrad asked who was discussed? JoAnn said Linda Wohlfarth was suggested and the board wished to make sure anyone else who was interested in the open seat get a chance to contact the board.

Adjournment – JoAnn asked for a motion to adjourn, the audience kept yelling NO. Nancy Jones made a motion to adjourn, 2nd by Ken Hawes. No discussion. Roll call vote: Nancy Jones, Steve Cavaliere, Elizabeth Kopacz, Ken Hawes voted aye. Anna Kuzmiak absent. Motion approved. Meeting adjourned at 8:20 PM.

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

Date: _____