

**VILLAGE OF CAPRON**  
**Committee Meeting Minutes**  
**February 23, 2015 @ 7 p.m.**

**Pledge**

**Call to Order** by President Ken Grzybowski

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

**Approval of Agenda** – Motion by Ken Hawes, 2<sup>nd</sup> by Nancy Jones. Voice vote: all ayes, motion passed.

**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.

**Treasurer-** Laura Pisarcik - Financial Report

General Fund is trending on course. Utility Tax trending behind. Net Excess (deficiency) doing well. We are able to pay bills, expenses kept to minimum. Ending Fund Balance \$385,818.20. W/S Fund is trending okay per past history but Net Excess (deficiency) is \$30,737.32. The W/S Fund is not sustaining itself, fund balance is okay but should be flush & not transferring money to cover this fund. MFT Fund received over \$30,000 and only spent \$18,000 in maintenance. Trending fine, holding its own. Capital Fund is flush. Using this fund to pay for Village Hall and new truck. It's holding its own and where we want it to be.

**Village Maintenance Report** – Dave's been working at new building removing old counters and such. Anderson has 1 more taping, and then sand so can paint by end of week. Ken Hawes mentioned light out at Morning Sun and Shadowbrook.

**Water & Sewer** - Ken Hawes

- a. HACH – service contract quote for \$4,134.00/year. Multi-year partnerships help save money by locking in only a 2% increase. FSP takes care of Controller, Sensor, Probe preventative maintenance, repair parts and labor. Acts of Abuse/God/Nature are not covered. PMP covers on-site preventative maintenance of the unit, but does not cover repairs. Ken Hawes says there is nothing we can do at this time because everything is froze solid. Discuss at next committee meeting.
- b. UPDATE on surge protector at Lift Station and electrical box in man-hole. No one was here yet. Discuss at next committee meeting.

**Streets & Sidewalks-** Nancy Jones (Nothing at this time)

**Finance & Personnel** – JoAnn Cavaliere (Nothing at this time)

**Zoning & Ordinance** – Kim Gazda

- a. Ordinance Fines - Hold off until next committee meeting.
- b. Discuss Building Inspector/Code Enforcer verbiage modifications per Rob Rollins, Sterling Codifiers. Kim explained to Rob that we are using “and/or” in the verbiage so ordinances should still be okay.
- c. Dumpster Enclosures – Tenant moved out and dumped more than 70 bags of trash in and around the dumpster. Thankful no animals got into the trash. In the past we tried to enforce “dumpster enclosures” and only a couple complied. Kim questioned “who gets fined” for the trash – owner or resident? Kim would like to see enclosures to help prevent this build up. Ken Grzybowski stated we have an ordinance, we need to enforce it. And the feeling was **everyone** with a dumpster needs to have it enclosed.

- d. Discuss "Casey's" interest in Capron. Kim brought the plans in for the board to look at. Casey's is interested in property at 500 W. Main. Ken Grzybowski spoke to Casey's and they will be coming to the Business Meeting in March to discuss with the board. Casey's has a hold on the property and would very much like to move forward. Kim spoke with Phil Long who suggested we have ordinances in place where it states that the builder is responsible for certain bills and not the village's expense.

**Code Enforcement – Robert Lukes –**

- a. Status updates on code violations he's working on: dog running loose, broken window, garbage. Bob is working on getting house numbers on resident's properties. Mailed out 34 notices. In future we may have to discuss a new ordinance stating house numbers need to be on the house, not the mailbox. March 4<sup>th</sup> Bob will be going to a FREE Seminar about hoarding.

**EVENTS**

- a. Update on 1<sup>st</sup> meeting of Events Committee. Discussed ideas for activities, fund raising, events. Bob wanted to know if our events would be sanctioned by the board so covered by Village insurance and manage funds for events. Aaron Szeto questioned members of the committee including a couple trustees, not necessarily a formal committee. Can't have more than 2 trustees attend the meetings or it becomes a "public meeting" and needs to be posted and minutes taken and published. One of the members suggested a 'resident survey' asking what the village would like to see as far as events. They would like to include in with water bills. Laura stated we need to keep track of using the copier and such as expenses for events. Aaron says we need a resolution defining this committee. To be approved at the next Business Meeting.

**Health & Community Relations – Anna Kuzmiak (Absent)**

**Village Engineer – Nick Arps (Absent)**

**Village Attorney - Aaron Szeto –** Update on ATM lease, 3 part lease. Moving along good. Should be done by next Business Meeting. As for houses up for demolition, moving along but they did ask for a little more time to gather everything they need and get it right.

**Village President – Ken Grzybowski**

- a. UPDATE status of Village Hall remodel. - Walls are up, preliminary electrical done, taped, plan to paint end of week. Need to get pricing on carpet. The plan is to patch the carpet, in maybe 5 years replace all the carpet. Nancy Jones suggested an "Open House" once everything is done and we are in that building. Hoping to be moved in by end of month and hold next meeting there.
- b. Discuss annual w/s rate increase. (Ordinance 11-01) – Laura stated we are running about \$31,000 deficit in w/s fund. The rate increase we currently have in place is nowhere near what is needed. Our 2% rate increase annually is not keeping up. Laura is going to figure out how much is needed and then the board can decide how much of a rate increase is needed. To be discussed at next committee meeting.
- c. Discuss Intergovernmental Agreement with Boone Township. – No changes from previous agreement. Vote on it at next Business Meeting.

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

Steve Cavaliere – Dumpster enclosures. Feels enclosures don't work. Don't stop people from tossing garbage into them or over the enclosure. Punishing the landlord twice.

Bob Lukes – Asked as code enforcer, does he have any authority to tell someone they "can't" dump excessive garbage, unless they have written approval from landlord. Aaron Szeto says yes Bob does have the authority to question the person because we have an ordinance in place.

**Unfinished Business** – Nancy Jones, fire extinguishers. Nancy talked to Scott Rogers from the township who has the same service company as the fire department. Nancy would like Dave to contact them for a quote and use the same company that the others use here in Capron.

**New Business-** Anna Kuzmiak wanted Ken Grzybowski to bring up filling in pot holes on East street. Ken Grzybowski suggested we wait and see what Casey's will do as far as paving and maybe it will take care of the problem area as well. Dave cold patches but it doesn't work. To be discussed at a later time.

**Adjournment** – Motion to adjourn by Ken Hawes, 2<sup>nd</sup> by Nancy Jones. Voice vote: all ayes. Meeting adjourned at 8:07 pm.

*Minutes transcribed by Linda M. Nelson, Deputy Clerk*

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