

VILLAGE OF CAPRON
Special Committee Meeting Minutes
August 24, 2015 @ 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 -

Approval of Agenda – Motion to approve agenda by Ken Hawes, 2nd by Nancy Jones. During discussion, Kim Gazda wanted to add Recreational Vehicles and Temporary Dumpsters to be added under New Business. Kim Gazda made a motion to approve the agenda as amended, 2nd by Nancy Jones. Voice vote: all ayes.

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.

Dick Meier – inquired as to when the condemned properties will be taken down. Aaron Szeto explained they are still in the process of serving people. Still hoping to take them down this construction cycle.

Public Hearing –

- a. Proposed Pre-Annexation of the Unincorporated Property commonly known as 9047 Centerville Road, Capron, IL 61012 and PIN No's: 04-10-100-012; 04-10-100-011; and 04-10-100-013. Filed by Dawn Peterson-Klien. – No one in attendance had any questions or concerns. Public Hearing closed.

Treasurer- Laura Pisarcik (Absent)

Village Maintenance Report – Nancy Jones stated that Majestic was in Capron today to start the patching process for street repairs today. Haven't heard of a start date for Norwest yet.

Water & Sewer - Ken Hawes – Hydrant flushing Sept. 8-11, 2015. Need to get McGilvra Electric to fix bad check valve on pump 2 at Shadowbrook Lift Station and Thompson Hopps to check the pumps at lift stations to make sure working properly before winter.

Streets & Sidewalks- Nancy Jones

- a. Discuss semi parking on 173. Nick Arps checked with IDOT and says no problem if we want to put up a sign "no parking". Kim Gazda stated we adopted the Illinois National Vehicle Code Book so said we should see what it says about parking along the State Hwy. Nancy replied that IL 173 was constructed to with stand truck traffic but our village streets are not. Kim feels the problem is "obstruction". Elizabeth Kopacz stated that it's also hard to see around overgrown corners too, but we make it. Ken Hawes suggested a time limit they can be parked on hwy. Elizabeth Kopacz said we should leave the truck drivers alone because they are just delivering and not staying around and that we should be glad we have businesses that need trucks bringing deliveries. JoAnn Cavaliere suggested we talk to these drivers to inform them they are obstructing traffic. Aaron Szeto says it's really a traffic violation so if talking to them doesn't help, the Sheriff should be called.

Finance & Personnel – Steve Cavaliere

- a. Discuss new water meters and changes to billing. Brought up that most our meters are over 10 years old. Ken Hawes jumped in and told Steve plans are already in the works replacing old meters, new meters that are

being put in right now will calculate the usage to the gallon. We can't afford to replace all the meters at this time, but when old ones go bad, they are replaced with the newer technology meters. Steve Cavaliere stated that this is all about planning ahead. New meters read water by magnetic flow and also have chips in them so they can also be used with Radio Frequency to drive down the road and import the reads into a laptop. This is technology that we can plan for in the future when we have the funds to do so.

Planning & Development – Anna Kuzmiak (Absent)

Zoning & Ordinance – Kim Gazda

- a. Discuss Single, Multi-Family & Commercial Water/Sewer Hook Up Fees
Kim had an example of fees to be discussed and would like input to help tweak it to fit our Village. Ken Hawes felt the rates were too high. The board felt more research is needed at this time.
- b. Discuss Dumpster Enclosures for Lion's Club & School. Asked the board if maybe we wanted to forego enclosures for the School and Lion's Club. Ken Hawes stated he can't see the dumpster by school nor can they see the Lion's Club dumpster. The issue is with dumpsters that are in "plain site". Elizabeth Kopacz said that we shouldn't grant exemptions, that the ordinance should be for everyone or no ordinance at all, that if they (Lions and school) needed more time to build the enclosure we should give them another month or so, but if we start granting exemptions by playing favorites we're asking for trouble. Kim stated the way the Ordinance is written right now is that if you have a dumpster, it needs an enclosure EXCEPT for those in the alley where there is no room. Bob Lukes asked how he is to answer those who ask why they had to get an enclosure and others don't. Kim Gazda stated he should tell them the board made the decision. Kim asked for a consensus as to whether or not the School and Lion's Club be required to put up an enclosure. 3 board members said no, 2 board members said yes. Aaron Szeto will go forward with amending the Ordinance so that the Lion's Club and School are not required to put up enclosures.
- c. Discuss payment plan vs. hardship credit and "catastrophic" failure. Kim Gazda explained that we have been allowing hardship credits for the wrong reasons. Should only be issued if there is a catastrophic failure do to unforeseen circumstances. Rather than issuing hardship credit, residents would be offered a "payment plan". Kim Gazda suggested 3 – 6 month plans. Ken Hawes felt that if there was a need for a payment plan, it should be 6 – 12 months. Kim also suggested a \$25 termination fee if the payment plan isn't kept up and water would be shut off. Aaron Szeto will look into this and tweak it.
- d. Discuss 50/50 Sidewalks Plan & Sidewalk Repairs. There are properties downtown in need of sidewalk repairs. The Village offers 50/50 plan IF there is money available and FIRST come FIRST serve. Right now we don't have enough money available to offer the 50/50 sidewalk plan to these businesses.

Code Enforcement – Robert Lukes

- a. Code Enforcement Status Report – Bob went thru his list to explain the cases, some comply. He continues to send letters out. 330 N Wooster is an abandoned house, the owner doesn't want anything to do with it, he's leaving and going to Florida, the bank doesn't want it either. Would like to move forward with condemning the property and who should condemn it. Aaron Szeto says Phil Long needs to condemn the property. Jake, the owner of the 10 unit, is interested in the property.

Unfortunately there is around \$9,000 in back taxes on it so it will go to a tax sale or fire sale. Aaron will look into it. Dumpster letters – to people with dumpsters that aren't supposed to have them. 2 were removed, the others are still there. Kim Gazda has asked Bob to get tougher, give them 30 days to comply then fine them. Bob also wanted to thank the board for allowing him to go the training last week. He felt it was well worth the money and he learned a lot.

Ad-Hoc Community Events – Robert Lukes – Farmers/Flea Market October 10th, 2015
First one was very successful and vendors have asked if having another. Same weekend as Fall Diddley at Boone County Fair Grounds so should see lots of traffic. Bob asked the board to once again waive the vendor fees. Also planning Halloween and Christmas in Capron Events.

Health & Community Relations – Elizabeth Kopacz

- a. Discuss communication plan between Village, Fire Dept. & Capron Rescue to keep Village informed should an emergency arise. Tony and Amanda gave the Village handheld scanner to monitor the activity in the area for Fire and Rescue. Eventually the Village will have its own call number and be able to communicate back with emergency personnel should there be a power outage due to tornado or what have you.

Village Engineer – Nick Arps (Absent)

Village Attorney - Aaron Szeto

- a. Discuss/Approve ZBA recommendations from August 17, 2015 ZBA meeting.
 - I. Site plan/re-plat regarding the property commonly known as 500 E. Main St., Capron, IL 61012 and with PIN No's: 04-11-251-001 and 04-11-251-024. Filed by the PGSB Properties, LLC. Approve site plan for the Casey's property. ZBA voted to approve the recommendation to replat 2 parcels to create 1 single lot for development. Motion to approve Resolution 06-15 by Ken Hawes, 2nd by Nancy Jones. Ken Hawes, Kim Gazda, Elizabeth Kopacz, Steve Cavaliere, Nancy Jones voted aye. Anna Kuzmiak absent. Motion approved.
 - II. Proposed Pre-Annexation of the Unincorporated Property commonly known as 9047 Centerville Road, Capron, IL 61012 and PIN No's: 04-10-100-012; 04-10-100-011; and 04-10-100-013. Filed by Dawn Peterson-Klien. ZBA recommends to approve the pre-annexation agreement. Our village rules and regulations would be followed. Motion to approve Ordinance 15-11 by Ken Hawes, 2nd by Kim Gazda. Kim Gazda, Steve Cavaliere, Nancy Jones, Ken Hawes voted aye. Elizabeth Kopacz voted nay. Anna Kuzmiak absent. Motion passed.

Village President – JoAnn Cavaliere

- a. Discuss/Approve splitting cost up to \$6100 to get water line from hydrant to 340 N Wooster property. Motion by Ken Hawes, 2nd by Kim Gazda. Elizabeth Kopacz, Ken Hawes, Kim Gazda voted aye. Nancy Jones, Steve Cavaliere voted nay. Anna Kuzmiak absent. Motion passed 3-2.
- b. Discuss new quote from Master Mart Plumbing for remodeling of bathrooms to make Handicap Accessible. Quote of \$6750 to do the complete job. JoAnn Cavaliere felt maybe our guys could do some of

the work like tear out wall and such. Nancy Jones stated Mid-West quote was for \$3400 just for the plumbing. She didn't feel \$6750 for the complete job was too bad. The board decided to discuss this further at the next committee meeting.

- c. Discuss charging for Notary Service. Some people come in with stacks of papers to be notarized, takes away from Linda's work. Ken Hawes says the county doesn't charge. Kim suggested \$2.00 a notarized document. The board decided to leave it for now.

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

Scott Rogers – asked where he is supposed to put up a dumpster enclosure. The township collects a lot of couches, chairs, etc... from ditches and needs the dumpster. Currently dumpster is on side of salt shed. He has a small dumpster, no room for a roll off. Elizabeth Kopacz said it looks like he needs a waiver. Bob Lukes said he's been asked when the Village is going to put up an enclosure around their dumpster at the old sewer plant. Kim Gazda suggested amending the Ordinance to allow township and municipality to be exempt as well as parks and schools. Aaron will keep that in mind while amending Ordinance.

Diane Vermett – appreciates the board considering making the Lion's Club exempt. They did look into building an enclosure and it was about \$1,000 to build it correctly so it would last. JoAnn Cavaliere mentioned Mort's Mart built theirs for 2 dumpsters for \$200. It doesn't have to be expensive, but the Lion's felt they wanted a sturdy enclosure to last years. Art Vermett then stated that they would rather put the \$1,000 back into the community. Art also thanked the board for all their hard work, he sat on the board for 30 years, and you're not going to please everyone. Art thank Bob Lukes for the job he's doing as well.

Unfinished Business

New Business- Kim Gazda brought up the **dumpsters and penalty** section. Kim would like to see a written warning for not removing dumpster. They would have 7 days to remove that dumpster. On the 8th day, they are assessed a \$75/per day for every day the dumpster sits there until it is removed. Ken Hawes felt \$75/day was too high, feels \$25/day is more than enough. Nancy Jones suggested \$50/day. Steve Cavaliere agreed with Nancy. Bob Lukes stated this also includes dumpster enclosures, if your enclosure is not completed on time, you get a written notice, then fined \$50/day. Fines will be placed on water bills, some may need a payment plan to pay their fines. This will go before the ZBA Board.

Recreational Vehicles: boats, snowmobiles, campers, trailers etc.... Kim Gazda proposed these items NOT be allowed in R1, R2, R3, R4 districts. They could only be at the property for the purpose of loading or unloading, no longer than 24 hours. They would have to be stored outside the village. Ken Hawes feels we need to leave this alone. Some have complied by putting in driveway behind the setbacks to store these items and would not like to be told now they can't have them on their property at all. Some residents are playing games by moving these items from time to time or by placing them in other areas that violates other codes. Aaron will look into how to address these situations.

JoAnn Cavaliere – We received a quote from Strand Engineering for a new well. 1.2 million. Stand can help us get a grant and low interest IEPA loan. We're looking at grants on our own as well, Ken Hawes suggested we contact our state representatives for help. Aaron would like to meet with Strand as well to answer some questions.

Adjournment – Motion to adjourn by Ken Hawes, 2nd by Steve Cavaliere. All ayes.
Meeting adjourned at 9:02 p.m.