

**Village of Capron**  
**Business Meeting Minutes**

October 12, 2015 – 7 PM @ Capron Village Hall  
250 W. Main Street, Capron, IL 61012

**Pledge 7:00 P.M.**

**Call to Order** by President JoAnn Cavaliere

**Roll Call** – Nancy Jones, Ken Hawes, Kim Gazda, Elizabeth Kopacz, Steve Cavaliere, Linda Nelson, Laura Pisarcik, Aaron Szeto present. Anna Kuzmiak & Nick Arps not present.

**Approval of Agenda- Motion by Ken Hawes, 2<sup>nd</sup> by Nancy Jones.** Discussion: Ken Hawes added training session for Curt McNames to be discussed and a consensus to approve. Motion to approve with addition by Ken Hawes, 2<sup>nd</sup> by Nancy Jones. Voice vote all ayes. Motion passed.

**Approval of Minutes** – Approval of Business Meeting Minutes for September 14, 2015  
**Motion by Ken Hawes, 2<sup>nd</sup> by Steve Cavaliere** – voice vote all ayes. Motion passed.

Approval of Committee Meeting Minutes for September 28, 2015  
**Motion by Ken Hawes, 2<sup>nd</sup> by Steve Cavaliere** - voice vote all ayes. Motion passed.

**Approval of Bills- Motion by Nancy Jones, 2<sup>nd</sup> by Kim Gazda.** Nancy Jones, Ken Hawes, Kim Gazda, Elizabeth Kopacz, Steve Cavaliere voted aye. Anna Kuzmiak not present. 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.

**State's Attorney – Michelle Courier** – Michelle came before the board to introduce herself to those who didn't know her and let everyone know she is running for re-election. She explained things that have been done since she took office and what they are currently doing. They have taken down many drug dealers and gangs and continue to work hard on these issues. She explained Belvidere has really cracked down on these things and they have no tolerance to drug dealers and gangs. She said most of this success is due to getting the right tools for the job.

**Treasurer's Report-** Laura Pisarcik

- a. Discuss/Approval Budget
- b. Discuss/Approve Appropriations Ordinance. **Motion to approve Appropriations Ordinance 15-14 by Ken Hawes, 2<sup>nd</sup> by Steve Cavaliere.** Ken Hawes, Elizabeth Kopacz, Kim Gazda, Nancy Jones, Steve Cavaliere voted aye. Motion passed.

**Village Maintenance –**

**Water & Sewer** - Ken Hawes

- a. Training for Curt was discussed, this will give him credit on his licensing. 2 days – October 27 & 28 for \$190 in Rockford. Consensus of the board is to approve.

**Streets & Sidewalks** – Nancy Jones.

- a. Discuss/Approve Majestic street repairs of 6<sup>th</sup> Street by Church. **Motion by Nancy Jones, 2<sup>nd</sup> by Ken Hawes.** Elizabeth Kopacz, Steve Cavaliere, Nancy Jones, Kim Gazda, Ken Hawes voted aye. Anna Kuzmiak not present. Motion passed.
- b. Discuss/Approve getting Collins to come pump lift station every 4 months & pump out drainage at 173 & Wooster in Spring and/or Fall as regular maintenance. **Motion by Nancy Jones, 2<sup>nd</sup> by Ken Hawes.** Kim Gazda, Steve Cavaliere, Ken Hawes, Elizabeth Kopacz, Nancy Jones voted aye. Anna Kuzmiak absent. Motion passed.

## Finance & Personnel – Steve Cavaliere

**Events Committee** – Robert Lukes – Bob stated that the Fall Flea Market was a success. Capron Events Committee made \$700. Interest in doing again in the Spring.

## Zoning & Ordinance – Kim Gazda

- a. Discuss/Approve Ordinance approving water/sewer connection fees for Commercial Buildings, Multi-Family Dwellings, and Industrial Buildings. **Motion to Approve Ordinance 15-15 by Kim Gazda, 2<sup>nd</sup> by Nancy Jones.** Elizabeth Kopacz, Steve Cavaliere, Kim Gazda, Ken Hawes, Nancy Jones voted aye. Anna Kuzmiak absent. Motion passed.
- b. Discuss/Approve surcharge to water bills to fund water/sewer related Capital improvement projects. **Motion to Approve Ordinance 15-16 by Kim Gazda, 2<sup>nd</sup> by Ken Hawes.** Ken Hawes, Steve Cavaliere, Nancy Jones, Elizabeth Kopacz, Kim Gazda voted aye. Anna Kuzmiak absent. Motion passed.
- c. Discuss/Approve text amendment to the Ordinance 15-17 regarding water/sewer hardship payment plans. **Motion by Kim Gazda, 2<sup>nd</sup> by Steve Cavaliere.** Kim Gazda, Nancy Jones, Ken Hawes, Steve Cavaliere, Elizabeth Kopacz voted aye. Anna Kuzmiak absent. Motion passed.
- d. Discuss/ Approve Ordinance 15-18 allowing Capron Lion’s Club and Capron Fire Department to have a bon fire as part of the Halloween celebration each year. **Motion by Kim Gazda, 2<sup>nd</sup> by Steve Cavaliere.** Steve Cavaliere, Kim Gazda, Elizabeth Kopacz, Nancy Jones, Ken Hawes voted aye. Anna Kuzmiak absent. \ Motion passed.
- e. Discuss/Approve renewing Municipal Electric Utility Tax Ordinance. **Motion to approve Ordinance 15-19 by Kim Gazda, 2<sup>nd</sup> by Steve Cavaliere.** Nancy Jones, Elizabeth Kopacz, Ken Hawes, Steve Cavaliere, Kim Gazda voted aye. Anna Kuzmiak absent. Motion passed.

## Planning & Development – Anna Kuzmiak

## Community Relations & Health – Elizabeth Kopacz

## Village Engineer – Nick Arps

## Village Attorney – Aaron Szeto

- a. Discuss/Approve Ordinance amending Dumpster Regulations. **Motion to approve Ordinance 15-20 by Nancy Jones, 2<sup>nd</sup> by Ken Hawes.** Steve Cavaliere, Ken Hawes, Kim Gazda, Nancy Jones voted aye. Elizabeth Kopacz voted nay. Anna Kuzmiak absent. Motion passed.

## Village President – JoAnn Cavaliere

- a. Discuss/Approve cameras at entrances to Village Hall not to exceed \$500. **Motion by Ken Hawes, 2<sup>nd</sup> by Kim Gazda.** Steve Cavaliere, Kim Gazda, Ken Hawes, Nancy Jones, Elizabeth Kopacz voted aye. Anna Kuzmiak absent. Motion passed.
- b. Discuss/Approve Strand Engineering. **Motion to approve Strand Engineering by Ken Hawes, 2<sup>nd</sup> by Kim Gazda.** Elizabeth Kopacz, Kim Gazda, Nancy Jones, Steve Cavaliere, Ken Hawes voted aye. Anna Kuzmiak absent. Motion passed.
- c. Discuss/Approve Ordinance Regarding Meetings and Trustee Assignments to Village Matters. **Motion to approve Ordinance 15-21 by Ken Hawes, 2<sup>nd</sup> by Kim Gazda.** Steve Cavaliere, Nancy Jones, Elizabeth Kopacz, Kim Gazda, Ken Hawes voted aye. Anna Kuzmiak absent. Motion passed.
- d. Discuss/Approve eCivis Grants program for \$690/year. **Motion to approve by Ken Hawes, 2<sup>nd</sup> by Steve Cavaliere.** Kim Gazda, Steve Cavaliere, Ken Hawes, Nancy Jones, Elizabeth Kopacz voted aye. Anna Kuzmiak absent. Motion passed.

- e. Discuss/Approve MasterMart Plumbing for bathroom remodel. (\$6750). **Motion by Ken Hawes, 2<sup>nd</sup> by Steve Cavaliere.** Ken Hawes, Nancy Jones, Steve Cavaliere, Elizabeth Kopacz, Kim Gazda voted aye. Anna Kuzmiak absent. Motion passed.
- f. Discuss/Approve fire alarm system for Village Hall not to exceed \$4,000 – Fox Valley Fire & Safety re-quoted and added another horn to the quote at no extra charge so **Motion to approve Fox Valley Fire & Safety quote of \$3,225 was made by Ken Hawes, 2<sup>nd</sup> by Steve Cavaliere.** Nancy Jones, Steve Cavaliere, Ken Hawes, Elizabeth Kopacz, Kim Gazda voted aye. Anna Kuzmiak absent. Motion passed.
- g. Discuss/Approve charging \$1 per notary stamp after 5 pages per year. JoAnn Cavaliere had talked with Michelle Courier regarding charging for notary services and they felt that maybe we should charge \$1.00/per notary AFTER 5 for the year. **Motion to approve by Nancy Jones, 2<sup>nd</sup> by Ken Hawes.** Elizabeth Kopacz, Kim Gazda, Steve Cavaliere, Ken Hawes, Nancy Jones voted aye. Anna Kuzmiak absent. Motion approved.

#### **Unfinished Business –**

**New Business –** Discuss/Approve “Drive up” Drop Box for payments. No getting out of vehicle, drive up convenience for payments. Placed in back by drive up window. Not to exceed \$300. Dave and Bob looked into the existing drive-up window the bank used and they think they can make a box to drive up to and drop off payments without getting out of the vehicle, and Clerk Linda Nelson can collect those payments from inside the building. So it was the consensus of the board to give it shot giving residents the added drop off convenience and saving us money in doing so.

**Adjournment – Motion to adjourn by Ken Hawes, 2<sup>nd</sup> by Steve Cavaliere.** Voice vote: all ayes. Meeting adjourned at 7:50 p.m.

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

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