

**VILLAGE OF CAPAC
REGULAR COUNCIL MEETING
UNOFFICIAL MINUTES
DECEMBER 16 2019**

Regular Council meeting called to order at 7:00 p.m. by Pres. John Gryzb.

Council & Staff Present: Samantha Ramirez, Joe Herrington, Mary Klug, Bruce Lawrence, John Gryzb, Al Francis, Village Attorney, Police Chief Heather Fantin & Beth Eldridge.

Council & Staff Absent: Joe Nemecek & Clerk Lisa Lulis.

Agenda: Motion Bruce Lawrence, support Mary Klug to approve the agenda as presented. All ayes. Motion carried.

Minutes: Motion Bruce Lawrence, support Mary Klug to approve the December 02, 2019 meeting minutes as corrected. All ayes. Motion carried.

Bills: Motion Bruce Lawrence, support Samantha Ramirez to approve the bills in the amount of \$48,313.73. Brief discussion. Roll call vote. All ayes. Motion carried.

President's Report: None.

Correspondence: None.

Visitor's: (1). Monica Standel & Jeff Terpenning from the Capac School's attended meeting stating they need to know what the Village's intentions are with the middle school before they can move forward. They asked if they had a dollar amount or percentage amount. The school has already had an appraisal done. Discussion. The President and the Personnel Committee will meet with the school along with the Attorney sometime in January for further discussion. (2). Patti Weyhrauch addressed her concerns regarding the waste water line and cones along her property. She said this issue has been going on for four (4) years now and wondered when this is going to be addressed. Beth said there are two holes, front and back which are the down spouts and also stated they need an easement to go through there before they can do the work. Discussion. Beth will get a cost and our Attorney will look into the easement issue. This was also referred to the D.P.W. Committee for further discussion. Motion Samantha Ramirez, support Debbie Hlubic to add 540 N. Glassford St. to Unfinished Business. All ayes. Motion carried.

Old Business: None.

Personnel/Finance Committee Report: None.

Police Committee Report: None.

D.P.W. Committee Report: (1). A meeting was held on December 4, 2019. Black mold issues were addressed at this meeting and they decided to hire a company to come and test the building to see if there was any possibility of black mold. The report came back showing high levels in all areas of the building. Discussion. Beth is having Servpro come out to address this issue and see what needs to be done. (2). The trash contract with J&J Disposal was reviewed and discussed along with a few minor changes. J&J Disposal is aware of the changes and agreed to them and also agreed to keeping the rates the same as the prior contract. Brief discussion. Motion Joe Herrington, support Mary Klug to approve the contract with J&J Disposal based on the same rates from previous contract. Roll call vote. All ayes. Motion carried. (3). The St. Clair County Road Commission gave Council a contract reflecting the cost of what they would charge to plow Main St. and E. Mill St... The Village would have to do the parking spots on Main and E. Mill. The cost for this would be \$5,300.00 per year. Beth suggested we try this for a year and see how it works. Discussion. Motion Joe Herrington, support Bruce Lawrence to have the St. Clair County Road Commission plow and salt Main St. and E. Mill St. for the amount of \$5,300.00 for one year. Roll call vote. Ayes: Sam Ramirez, Joe Herrington, Mary Klug & John Gryzb. Nays: Debra Hlubic. Motion carried. (4). Elhorn Engineering presented the Council with prices on what it would cost for redoing the chlorine room at the arsenic building. All the equipment is not working very well or is obsolete. The cost from Elhorn Engineering to address these issues will be \$9971.28. Discussion. The funds for this will be used from the water fund. Motion Mary Klug, support Bruce Lawrence to allow Beth Eldridge to engage with Elhorn Engineering to do what needs to be done to the water treatment plant (arsenic building) per the letter dated November 21, 2019 and not to exceed \$9971.28... Roll call vote. All ayes. Motion carried.

Library Committee Report: Mary Klug gave an update on the building.

Park & Recreation Report: None.

Clerk Report: (1). A contract from RESA was in packets for approval of internet installation and to update the office computers to windows 10 pro. There current program will be obsolete come January, 2020. Discussion. Motion Bruce Lawrence, support Mary Klug to accept the RESA contract dated 2019-2020 and allow the necessary changes to be done and not to exceed \$2,000.00. Roll call vote. All ayes. Motion carried. (2). The 2020 meeting dates for the Council and Planning Commission were presented to the Council for approval. Motion Bruce Lawrence, support Mary Klug to approve Resolution #2019-10 re: Village of Capac and Planning Commission open meetings for the calendar year 2020. Roll call vote. All ayes. Motion carried. A list of the dates for DDA meetings were also given to the Council. (3). The 2020 holiday schedule for the Village of Capac Office was given to the Council for their review and approval. Discussion. This was tabled and will be discussed by the Personnel Committee in January when they work on up-dating the employee handbooks.

Treasurer Report: Monthly reports were given to Council for their review. President Gryzb stated that Treasurer, Marilyn would like to consolidate some accounts into the accounts payable. Brief discussion. Motion Debra Hlubic, support Mary Klug to allow Treasurer Marilyn to consolidate 7 accounts into accounts payable. Roll call vote. All ayes. Motion carried.

CCA/Zoning Adm. Report: (1). Mike from Construction Code Authority addressed the Council with up-dates re: the Capac Car Wash building. The owner of the car wash did not show up for the meeting and Zoning Enforcer, Lonnie also from the Construction Code Authority was suppose to send the owner a letter addressing the dangerous building issues, which was never sent out. Chief Fantin stated this letter must be sent to the owner before they can move forward on this issue. Discussion. Mike stated he will let Chief Fantin know when the letter has been sent out to the owner. Brief discussion on 415 N. Walker Street.

(Joe Herrington left the meeting at 8:10 p.m.).

D.D.A. Report: None.

ZBA Report: None.

Planning Commission Report: (1). Bruce Lawrence would like to hold a meeting with 3 Council members and 3 Planning Commission members along with Clerk Lisa and Treasurer Marilyn to go over site plan rules and application procedures. Will schedule a date in January, 2020 to do this.

Police Report: None.

D.P.W. Report: Handled under D.P.W. Committee report.

New Business: (A). Mary Klug would like her council packet to be emailed to her while she is gone. Village Attorney, Al Francis would also like his council packet sent by email the Friday before the meeting.

Unfinished Business:

- A. Village signs – leave on
- B. Rural Rate Assessment – leave on
- C. Hill Street Project – leave on
- D. Middle School – leave on (will meet with school in January, 2020)
- E. Library Façade – leave on
- F. Railroad crossing-Hunter St. – leave on
- G. Employee Handbook – leave on (will work on employee hand book in January, 202)
- H. Sign Ordinance

Council Business: None.

Adjournment: Motion Bruce Lawrence, support Mary Klug to adjourn at 8:22 p.m....
All ayes. Motion carried.

Minutes taken & typed by: Debra Hlubic

Minutes submitted to Council by:

Lisa Lulis

Village Clerk