

**VILLAGE OF ST. JACOB**  
**213 N DOUGLAS**  
**PRESIDENT & BOARD OF TRUSTEES**  
**THURSDAY, MAY 05, 2011**  
**REGULAR MEETING #11-09**

I. The Regular meeting of the Board was called to order at 7:30 p.m. by Mayor Raymond Muniz

ROLL CALL: Present: Mayor Raymond Muniz  
Trustee Ken Miller  
Trustee Tim Thompson  
Trustee Hank Robards  
Trustee Jared Reilson  
Trustee Richard Schiefer  
Trustee Pattie Beil  
Trustee Jeni Zahn  
Clerk Dawn Miller  
Tim Biggins  
Donnie Cuff  
Absent : Steve Howe  
Trustee Laura Meyer

II. APPROVAL OF AGENDA:

1. Trustee Thompson moved to accept the agenda. Trustee Robards second the motion. Voice vote, 4 ayes, motion carried.
2. Trustee Thompson moved to accept minutes. Trustee Robards second the motion. Voice vote, 4 ayes, motion carried.

III. REPORTS OF COMMITTEES:

A. OATH OF OFFICE:

1. Mayor Muniz excused Tim Thompson from his position. Mayor Muniz thanked Tim and Laura for all they have done for this board. They were a great contribution.
2. Mayor Muniz swore in Rich Schiefer, Pattie Beil, Jeni Zahn.

B. APPOINTMENTS:

1. Mayor Muniz would like to appoint Tim Thompson as treasurer. Trustee Miller made a motion to appoint Tim Thompson as Treasurer. Trustee Robards second the motion. Roll call, all in favor, motion carried. Trustee Schiefer asked about compensation for him and what he would be doing.
2. Mayor Muniz swore in Tim Thompson as treasurer.
3. Ray read thru the committee assignments. He also asked to change a few of the committee names. Trustee Reilson made a motion to approve the committee assignments as presented. Trustee Robards second the motion. Roll call vote, all in favor, motion carried. Mayor Muniz stated that he has seen the amount of research that Pattie has done in the past for the planning commission and that is why he would like her as the chair for the grant committee.

C. MAYOR'S REPORT

1. Mayor Muniz thanked Steve Pate and the street department for installing the fountain at the Mill pond. Ray asked Steve if the fountain would have to be removed during the winter. Steve said that it would.
2. Russ Loomis and Tom Kaminski rebricked around the Mill Pond. We also have two new ducks at the Pond. Mayor Muniz stated that the Village will in no way be

responsible for the ducks. We have nothing to do with them. Russ has assured Mayor Muniz that the ducks will be removed during the winter.

3. Mayor Muniz stated that there was an article in the Belleville News Democrat on Sunday regarding the Local funds.

4. Richard Schmidt wanted to address the board to discuss Jakey in June. He told the board everything that the committee has been working on. The committee consists of Richard and Susan Schmidt, Steve and Becky Pate, Scott Prange, Guideon Richeson, Rachel Stopka. Richard thanked Trina for coming up with the name for the contest. The committee wants to donate the proceeds from this year to the park district. Richard thanked Clerk Miller for all of her work on Jakey in June. He wanted everyone to know that \$3000 of the \$7200 sponsor money came from out of town businesses.

5. Mayor Muniz reported that the homecoming is moving along. Trustee Zahn has graciously offered for Mayor Muniz to move homecoming to her committee. Hopefully we can get more people to volunteer this year.

D. COMMUNITY DEVELOPMENT: MEYER

E. WATER & SEWER COMMITTEE – REILSON:

1. Tim Biggins reported that the sewer line is in but they are waiting for the manhole to sink a little on Keck Road before they asphalt around it.

2. Mayor Muniz is going to send letters to the residents along Marine Road regarding the sewer line, but he is still unsure if they will be able to extend it to the third house.

F. POLICE COMMITTEE – ROBARDS :

G. ORDINANCE & FINANCE – MILLER:

H. PUBLIC GROUNDS & BUILDINGS – THOMPSON

1. Pattie Beil stated that she is happy to be on the board and she said that she will work hard.

I. STREET & ALLEY/MFT – JUNKER:

1. Trustee Schiefer reported that Donnie and Barkley were in Springfield yesterday and today for testing. He also thanked everyone who voted for him.

2. Mayor Muniz stated that he has asked Tim and Donnie to put together a list of everything that they do.

3. Trustee Miller made a motion to approve a summer hire. Trustee Robards second the motion.

Trustee Reilson stated that in the past we have never set a budget and a time frame for the summer hire before we hired them. The person that Mayor Muniz was considering is a high school student so he will only be able to work till mid August. Mayor Muniz stated that he is in favor of setting a time line or a cap. Trustee Reilson said that he would like to start out with June thru end of August or a set amount. Trustee Miller said that we have always budgeted for 30 hours a week at 8:50 and hour. Mayor Muniz would like if we did an overall amount because the week before homecoming and the week after homecoming they normally work more than 30 hrs. Trustee Miller said that we will set the amount to \$4000. Trustee Beil asked if the insurance covers the summer hire and she asked how we will pay him. Will it be 30 hours per week or will it be based on actual hours. Mayor Muniz said that he would be covered by the insurance and that we would pay actual hours worked. Trustee Beil thinks that we should open the job up to the public after this year. Trustee Miller made a motion to withdraw the previous motion. Trustee Robards second. Trustee Miller made a motion to employee Brett Diaber from May thru August at a rate of \$8.50 an hour with total cost not to exceed \$4000. Trustee Robards second the motion. Roll call vote, all in favor, motion carried.

Trustee Schiefer asked who the new hire will report to. Mayor Muniz stated Tim Biggins.

IV. PLANNING COMMISSION:

IV. ZONING BOARD:

1. Mayor Muniz would like to have a committee meeting sometime soon to review the ordinance for zoning.

V. OLD BUSINESS:

1. Trustee Robards reported that the American Legion is having the fishing derby at the Mill Pond. He has asked clerk Miller to check and make sure the Village insurance covers the event. Village Attorney Ron motil stated that since the event is being held on our property that the village should be covered. Trustee Miller said he is fine with the American Legion having the event as long as the insurance covers it.

VII. NEW BUSINESS:

1. Mayor Muniz reported that we have set up new email addresses for all board members. We would prefer to send all correspondence thru email. We set up new emails so that no one has to use their personal email addresses since they could be requested under FOIA.
2. We will have pictures done for all new board members and a group picture on June 02, 2011 at 6 p.m. The pictures will be used to update our website.
3. The Funeral home and the Village are hosting the Chamber After hours event on May 12, 2011. It starts at 5p.m at the Village hall and then moves to the funeral home.
4. Compensation for Treasurer. Tim Thompson thinks it more work than a trustee. Trustee Miller thinks we should have a committee meeting to discuss the compensation. Trustee Beil asked what a treasurer will mean for the Ordinance committee. Trustee Miller stated he is hopeful that Tim can relieve some of the work. Trustee Schiefer asked what responsibilities Tim would have. Tim passed out the current ordinance, but stated that some things the clerk would still do. A committee meeting was scheduled for May 10, 2011 at 7:30 p.m. All trustees are welcome to attend.
5. The auditors will be here May 10, 2011.

VIII. CLAIMS:

Trustee Robards moved to read the claims by total. Trustee Reilson seconded the motion. Voice Vote 6 ayes, motion carried

Water	\$10547.40	
Sewer	\$7070.97	
Trash	\$	
<b>Water/Sewer/Trash Total</b>		<b>\$17618.37</b>
General Funds	\$380.80	
Ordinance Finance	\$	
<b>Ordinance &amp; Finance Total</b>		<b>\$380.80</b>
Police	\$2683.10	
Street & Alley	\$6678.48	
Public Grounds	\$1146.87	
Community Development	\$	
MFT	\$446.17	
<b>Grand Total</b>		<b>\$28953.79</b>

Trustee Schiefer and Trustee Beil abstained from voting on the claims.

VI. OPEN TO PUBLIC:

1. A resident attended the meeting and stated that the ditch behind Elm and Fern parallel to the railroad tracks needs to be cleaned. Mayor Muniz stated that is the railroad right of way and they get upset with us when we go in and do things. He then asked why the fire hydrant there doesn't ever get flushed. Tim Biggins stated that it gets flushed twice a year.
2. JD Beil asked if any of the guys new what the black wire running from box to box in his yard was. Tim stated that it is probably charter cable.

VII. CLOSED SESSION:

1. Trustee Reilson made a motion to go from open to closed session to discuss litigation at 8:35. Trustee Robards econd the motion. Voice vote, 6 ayes, motion carried.

VIII. OPEN SESSION:

1. Trustee Robards made a motion to go from closed to open session at 8:45 p.m. Trustee Zahn second the motion. Voice vote, 6 ayes, motion carried.

IX. ADJOURNMENT:

1. Trustee Miller moved to adjourn at 8:45. Trustee Schiefer seconded the motion. Voice vote, 6 ayes, motion carried.
2. The next meeting will be May 19, 2011 at 7:30 pm.

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Dawn Miller, Village Clerk

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Raymond Muniz, Mayor