

**VILLAGE OF ST. JACOB
213 N DOUGLAS
PRESIDENT & BOARD OF TRUSTEES
THURSDAY, MARCH 15, 2012
REGULAR MEETING #12-06**

- 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 Hank Robards
Trustee Richard Schiefer
Trustee Pattie Beil
Trustee Ken Miller
Trustee Jared Reilson
Trustee Jeni Zahn
Clerk Dawn Miller
Tim Biggins
Donnie Cuff
Treasurer Tim Thompson
Attorney Ron Motil

II. APPROVAL OF AGENDA:

1. Trustee Reilson moved to accept the agenda. Trustee Zahn seconded the motion. Voice vote, 6 ayes, motion carried. Mayor Muniz added a closed session to discuss personnel.
2. Trustee Miller moved to accept minutes. Trustee Robards seconded the motion. Voice vote, 6 ayes, motion carried.

III. MAYOR'S REPORT:

1. Mayor Muniz stated that Alex Dugan did an Eagle Scout project and he has completed it. He built a bridge for the Mill pond. If the weather is good Alex is going to install the bridge on the 18th of March. At that time Mayor Muniz plans to do a dedication ceremony. Mayor Muniz also stated that Alex raised all the funds necessary for the construction.
2. Mayor Muniz stated that he attended the National League of Cities. He stated the biggest issue they are facing is cutting back on block grants. Trustee Beil asked Mayor Muniz about Tiger grant 3. Mayor Muniz stated that it isn't available yet.

IV. REPORTS AND COMMITTEES

A. FOIA OFFICER:

B. HOMECOMING:

1. Trustee Zahn and Clerk Miller reported on the homecoming meeting. The committee is working on getting new applications for the parade. At this point we are going to charge any business that doesn't have a float.

C. ECONOMIC GROWTH: ZAHN:

1. The Easter egg hunt is April 1, 2012 at noon. We normally buy the candy from Sam's. We can always use volunteers.

D. WATER & SEWER COMMITTEE – REILSON:

1. Trustee Reilson reported on the committee meeting held on March 8, 2012. Clerk Miller read through the proposal regarding online payments for Utility Billing. This

allows us to offer budget billing and customers can view up to 12 months of bills online as well. We will also be able to send bills thru this system for those that sign up. Trustee Beil asked if the customer has to do this because she wouldn't want to. Mayor Muniz said it would be optional to the customers except those that want to do budget billing would have to sign up for automatic withdrawals.

2. The trash contract was also discussed at the committee meeting and it was decided to send it out for bid. The bid opening will be April 2, 2012 at 3:00 p.m. at the village hall. Mayor Muniz also stated that he wants to clarify the changes with the trash. It has been rumored that trash pickup is going to be every two weeks. The only service that will be every two weeks is yard waste. The day for yard waste pickup was also moved to Friday instead of Thursday.

3. Frey properties would like to do a water main extension at the old Bergmann Taylor building. Mayor Muniz stated that Mr. Frey has asked us to give him 5 free taps since he will be paying for the water line extension. Mayor Muniz stated that the plans would have to be approved thru the engineer before anything could be done. The benefit to us would be the water usage and there is about 18 acres that would have the water available. Mayor Muniz stated that the water main extension would cost roughly \$50,000. The total of the 5 free taps would be \$25,000. He would have 7 years to use the 5 taps. Trustee Beil asked if we could do something else rather than give 5 free taps. She also asked about what happens if it isn't completed. Mayor Muniz stated that typically we require bonds for projects like this so the Village is covered. Mayor Muniz stated that we have done this in other areas and it has worked out well. He then stated that we don't forecast very many taps in our budget so it wouldn't affect the budget. There would be no up front cost to the Village. Trustee Robards asked what they would do with the wells. Mayor Muniz stated they would have to abandoned them since we cant have any cross contaminations. Trustee Schiefer then asked how many taps we received from Neumann lane. Mayor Muniz stated that we received around 8 plus we were able to get water to Shade tree and we received about 10 there. Trustee Reilson asked if we should get plans before approving. Mayor Muniz stated that Mr. Frey doesn't want to spend money on plans until he knows if this is an option. Trustee Reilson made a motion to approve the proposal from Frey properties regarding a water main extension. Trustee Robards second the motion. Roll Call, all in favor, motion carried.

E. POLICE COMMITTEE – ROBARDS :

F. TREASURERS REPORT - THOMPSON:

1. Treasurers Tim Thompson read thru the treasurer's report. Trustee Reilson made a motion to approve the treasurer's report. Trustee Miller second the motion. Voice vote, 6 ayes, motion carried.

G. ORDINANCE & FINANCE – MILLER:

1. Trustee Schiefer asked about the budget. Treasurer Thompson stated that he is working on it.

H. GRANTS – BEIL

1. Trustee Beil stated that she called the county about block grants and that she was told we don't qualify for any at this time.

I. STREET & ALLEY – SCHIEFER

1. The guys are working on 6th and Jacob. Donnie stated that they are making progress.
2. Mayor Muniz reported that we are still waiting for a few things to start on 6th and Napoleon. Trustee Beil asked why we don't already have an easement to work there. Mayor Muniz stated that there is only one easement needed and it is a construction easement rather than a utilities easement.

J. AD HOC COMMITTEE:

1. Mayor Muniz stated that he is in the process of getting a proposal one he has everything then we will have a committee meeting to discuss the building.

K. PLANNING COMMISSION:

L. ZONING BOARD:

V. OLD BUSINESS:

VI. NEW BUSINESS:

VII. CLAIMS:

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

Water	\$2158.97	
Sewer	\$1101.98	
Trash	\$8123.83	
Water/Sewer/Trash Total		\$11384.78
General Funds	\$458.90	
Ordinance Finance	\$15.00	
Ordinance & Finance Total		\$473.90
Police	\$745.81	
Street & Alley	\$2068.42	
Public Grounds	\$435.05	
Economic Development	\$20.00	
MFT	\$315.00	
Grand Total		\$15442.96

Trustee Beil asked about the bill for locks on file cabinets. She wanted to know why we lock them. Mayor Muniz stated it was for the police department. She then asked about paying Leanne for the cleaning of the activity center. Mayor Muniz stated that we are having it cleaned once a month.

Roll call vote, all in favor, motion carried

VIII. OPEN TO PUBLIC:

1. Tom Kaminski asked Trustee Reilson about the trash company picking up boxes. Trustee Reilson stated that they should do what they have always been doing.
2. Mayor Muniz stated that Steve Rensberry was promoted so we have a new reporter, his name is Allan Lewis.

IX. CLOSED SESSION:

1. Trustee Miller made a motion to move from open to closed session to discuss personnel matters of a specific employee pursuant to 5 ILCS 120/(C)(1) at 8:32 p.m. Trustee Robards second the motion, Voice vote, 6 ayes, motion carried.

X. OPEN SESSION:

1. Trustee Robards made a motion to move from closed to open session at 8:48p.m. Trustee Schiefer second the motion, Voice vote, 6 ayes, motion carried.

XI. ADJOURNMENT:

1. Trustee Robards moved to adjourn at 8:49 pm. Trustee Schiefer seconded the motion. Voice vote, 6 ayes, motion carried.

2. The next meeting will be April 05, 2012 at 7:30 pm.

Dawn Miller, Village Clerk

Raymond Muniz, Mayor