

**VILLAGE OF ST. JACOB**  
**213 N DOUGLAS**  
**PRESIDENT & BOARD OF TRUSTEES**  
**THURSDAY, NOVEMBER 01, 2012**  
**REGULAR MEETING #12-20**

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 Jared Reilson  
Attorney Ron Motil  
Public Works Director Tim Biggins  
Superintendent of Streets Donnie Cuff  
Clerk Dawn Miller  
Treasurer Tim Thompson  
Trustee Richard Schiefer  
Trustee Pattie Beil  
Trustee Jeni Zahn  
Officer Paul Cates  
Absent: Trustee Hank Robards

II. APPROVAL OF AGENDA:

1. Trustee Reilson moved to approve the agenda. Trustee Zahn seconded the motion. Voice vote, 5 ayes, motion carried.  
Trustee Beil asked about the special meeting minutes and when they would be available.
2. Trustee Reilson moved to approve minutes. Trustee Zahn seconded the motion. Voice vote, 5 ayes, motion carried.

III. OPEN TO PUBLIC:

1. Diane Prokoff asked for an update regarding the Nuemann property located at 204 Main St.

IV. MAYOR'S REPORT:

1. Mayor Muniz reported on the IML conference. Trustee Beil asked if anyone brought back paperwork from the conference. Trustee Miller congratulated Mayor Muniz on his presidency with the IML and he said he commends Mayor Muniz for his accomplishments with the IML.
2. Mayor Muniz reported the Status of 204 East main. Attorney Motil stated tickets have been issued and the Village would pursue having the structure removed from the property. Attorney Motil said we would need to review the Fence Ordinance and possibly revise it.

V. REPORTS AND COMMITTEES

A. FOIA OFFICER:

1. Trustee Beil asked if the FOIA for the Highland news Leader was completed. Clerk Miller said it was.

B. HOMECOMING:

1. Clerk Miller gave the report from Homecoming. The Homecoming made a profit around \$14000.

C. ECONOMIC GROWTH: ZAHN:

1. The Christmas Kickoff will be November 30, 2012.

D. INFORMATION TECHNOLOGIES – BEIL:

1. Trustee Beil reported on the meeting she has with Clerk Miller and Mayor Muniz. Mayor Muniz will set up a meeting with the IT Company so they can give a presentation.
2. Trustee Beil asked if the Bills can be done by department and line items.

E. POLICE COMMITTEE – ROBARDS :

1. The radios have arrived. Officer Cates is working on getting them programmed.
2. Halloween was a success. There were two officers driving and one walking around.

F. TREASURERS REPORT - THOMPSON:

1. Thompson handed out copies of the tax levy. He would like to have a committee meeting.

G. ORDINANCE & FINANCE – MILLER:

1. A committee meeting was scheduled for November 8, 2012 @ 8:00 p.m. to discuss employee compensation and the tax levy.

H. GRANTS – SCHIEFER

I. PUBLIC WORKS – REILSON

1. Trustee Reilson said that 6<sup>th</sup> and Napoleon should be completed next week. Then they will move over to 6<sup>th</sup> and Jacob.
2. Lake Road was oiled and chipped.
3. The construction of the new building will start in about 3 weeks.

J. AD HOC COMMITTEE:

K. PLANNING COMMISSION:

L. ZONING BOARD:

VI. OLD BUSINESS:

1. Trustee Schiefer asked why the last board meeting was canceled he stated that there were 4 trustees in town when the meeting was canceled. Clerk Miller stated she was told that one of the other trustees was not going to be available for the meeting so it was canceled.
2. Tim Biggins stated that the Boy Scout project that Jacob Sedleck was working on has been completed. The fire hydrants look good.

VII. NEW BUSINESS:

VIII. CLAIMS:

1. Trustee Miller made a motion to approve the claims in the amount of \$41944.21. Trustee Schiefer second the motion. Roll call vote, all in favor, motion carried.

IX. ADJOURNMENT:

- i. Trustee Beil moved to adjourn at 8:30 pm. Trustee Reilson seconded the motion. Voice vote, 5 ayes, motion carried.
- ii. The next meeting will be November 15, 2012 at 7:30 pm.

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Dawn Miller, Village Clerk

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Raymond Muniz, Mayor