

**VILLAGE OF ST. JACOB**  
**213 N DOUGLAS**  
**PRESIDENT & BOARD OF TRUSTEES**  
**THURSDAY, DECEMBER 20, 2012**  
**REGULAR MEETING #12-23**

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

II. APPROVAL OF AGENDA:

1. Trustee Miller moved to approve the agenda. Trustee Zahn seconded the motion. Voice vote, 5 ayes, motion carried. Trustee Schiefer asked to add a closed session to discuss personnel.
2. Trustee Schiefer moved to approve minutes 12-22. Trustee Miller seconded the motion. Voice vote, 5 ayes, motion carried.

III. OPEN TO PUBLIC:

IV. MAYOR'S REPORT:

1. Mayor Muniz discussed the challenge made with the grade school for collection of items for the food pantry. 1250 items were collected. Since the kids collected more than we requested we are going to do a pizza party for them on December 21, 2012.
2. Dominos in Highland is going to donate half the pizzas.

V. REPORTS AND COMMITTEES

A. FOIA OFFICER:

1. Trustee Beil asked about the FOIA report because it hasn't been handed out

B. HOMECOMING:

1. Mike Hartwig presented the board with a financial report for the homecoming. Current balance in the homecoming account is \$12829.36.

C. ECONOMIC GROWTH: ZAHN:

D. INFORMATION TECHNOLOGIES – BEIL:

E. POLICE COMMITTEE – ROBARDS :

1. Captain Paul Cates stated the radios should be ready tomorrow.
2. Mayor Muniz and Captain Cates met with Madison County Sheriffs. Discussion was held regarding the meeting.

3. Trustee Schiefer stated that Trustee Robards asked him to discuss building a 3 car garage on the lot across the street from the Village Hall. Discussion was held.

F. TREASURERS REPORT - THOMPSON:

1. Thompson was unable to attend a meeting but a report was handed out.

G. ORDINANCE & FINANCE – MILLER:

1. Trustee Miller stated a franchise agreement with Hometel was handed out. Mayor Muniz reported that Representatives from Hometel would be at the next meeting. They asked to be present on the night it is voted on. The agreement is identical to Charter Cables agreement.
2. Discussion was held regarding penalty amnesty. More information is needed will discuss at next meeting.

H. GRANTS – SCHIEFER

I. PUBLIC WORKS – REILSON

1. Discussion was held regarding the new public works building.
2. 6<sup>th</sup> and Napoleon has had a little progress however we are waiting for the weather to break.

J. AD HOC COMMITTEE:

K. PLANNING COMMISSION:

L. ZONING BOARD:

VI. OLD BUSINESS:

VII. NEW BUSINESS:

VIII. CLAIMS:

1. Trustee Reilson made a motion to approve the claims in the amount of \$21767.03. Trustee Miller second the motion. Roll call vote, all in favor, motion carried. Trustee Schiefer asked about the bill from DogWood promotions.

IX. CLOSED SESSION:

1. Trustee Schiefer made a motion to go from open to closed session to discuss personnel issues. 5ILCS 120 2C1. Trustee Beil second the motion. Roll call vote, all in favor, motion carried.

X. ADJOURNMENT:

- i. Trustee Beil moved to adjourn at 9:00 pm. Trustee Reilson seconded the motion. Voice vote, 5 ayes, motion carried.
- ii. The next meeting will be January 3, 2013 at 7:30 pm.

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Dawn Miller, Village Clerk

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Raymond Muniz, Mayor