

**VILLAGE OF ST. JACOB**  
**213 N DOUGLAS**  
**PRESIDENT AND BOARD OF TRUSTEES**  
**THURSDAY, January 16, 2014**  
**REGULAR MEETING MINUTES #14-02**

**CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE**

Present: Mayor Richard Schiefer  
Kathy Becker, Village Clerk  
Trustee Bobby Ross  
Trustee Pattie Beil  
Trustee Matt Muzzey  
Trustee Jeni Zahn  
Trustee George Gavlick  
Trustee Chris Tolbert  
Public Works Director Tim Biggins  
Captain Jeff Souders  
Attorney Andy Carruthers  
Engineer Charlie Juneau

Quorum present.

**I. APPROVAL OF MINUTES AND AGENDA:**

- A. Trustee Ross moved to approve the minute's #14-01. Trustee Zahn seconds the motion. Roll call vote, all in favor, motion passed.
- B. Trustee Gavlick made a motion to move the Homecoming Report to be reported right after Open to the Public and approve the agenda #14-02. Trustee Zahn seconds the motion. Roll call vote, all in favor, motion passed.

**II. COMMUNICATIONS:** Rob Wielt with Affordable Gas & Electric addressed the board in regards to the advantages of joining the Electric Supply Aggregation and the requirements needed to be put on the November ballot so citizens can vote on the issue.

**III. OPEN TO PUBLIC:** Richard Schmidt addressed the board regarding the Jakey in June BBQ and asked the board for assistance in getting the grounds ready for it. The issue will be put on the next board meeting agenda.

**IV. REPORT:**

- A. Homecoming-Chairperson-Dawn Ross reported the committee held their meeting on Wednesday, January 15, 2014 and appointed Carla Zobrist as their secretary. She said things are moving along well and their next meeting will be on Monday, February 10, 2014.

**V. COMMITTEES:**

**A. COMMUNITY DEVELOPING/HEALTH:**

- 1. Trustee Galvick spoke with Cathy Contarino with Impact regarding the ADA transition plan and she stated that the Village did a plan in 1990. Trustee Gavlick then reported he will meet with her on February 28, 2014 @ 2:00pm at the Village Hall, at which time she will assist him with an evaluation of what is needed by the Village to begin the process of ADA compliance.
- 2. Mayor Schiefer stated he and Trustee Beil attended the Community Development Block Grant meeting in Edwardsville. The grant funds are based on a point system and The Village

received 1 point ea. for their attendance. Mayor Schiefer said the Village would be working to apply for these grant funds for the year 2015 as it was too late for this year.

**B. WATER AND SEWER:**

1. Trustee Ross stated that there is nothing new on the water tower.
2. Trustee Ross stated that Charlie Juneau will report later in the meeting regarding the Notice of a Public Hearing.
3. Trustee Ross stated the new air pump went bad and the Company is going to replace it with a new one.

**B. POLICE:**

1. Trustee Beil suggested the purchase of cameras to be installed at the sewer plant shed due to the theft of 1/2 load of salt. She said cameras would add to the security of village equipment and expensive products kept on site and act as a deterrent to any future losses or unauthorized activity.
2. Captain Souders reported that the evidence locker should be in by the end of the month. He also stated that Officer Mike Radosevich will start patrolling on Saturday and will pick up a few Sundays. He also stated that the Police Department would like to purchase filing cabinets for our officers to keep their personal items in.

**D. ORDINANCE AND FINANCE:**

1. Discussion ensued in regards to the Forensic Audit. Trustee Beil made a motion to hire Kenneth E. Loy & Company to do the Forensic Audit, Trustee Gavlick seconds. Roll call vote. All in favor, motion passed.
2. Hiring of Treasurer to be discussed in closed session.
3. Discussion ensued for donation to Triad Middle School for the "Taste for Triad". Trustee Gavlick made a motion to donate \$100.00. Trustee Zahn second. Roll call vote, 5 ayes and Trustee Tolbert voted nay. Motion passed.
4. Discussion ensued for the approval of Tim Biggins cell phone to be updated. Trustee Ross made a motion to approve the update. Trustee Zahn seconds. Roll call vote, all in favor, motion passed.
5. Discussion to adopt a Treasures report tabled to next meeting.

**E. PUBLIC GROUNDS:**

1. Trustee Tolbert stated he would get with Tom Kaminski to discuss the plaque for the Mill Pond Pavilion.
2. Trustee Tolbert stated that he would have a committee meeting to come up with a policy for Mill Pond use.

**F. STREETS AND LANES/MOTOR FUEL TAX:**

1. Trustee Muzzey stated nothing new to report on street signs.
2. Trustee Muzzey stated that the weather has been too muddy to work on 6<sup>th</sup> & Napoleon.
3. Tim Biggins stated that the price on the street signs raised since he last had a quote so he is looking for new quotes and will have information at the next meeting.

**VI. REPORTS:**

- B. Public Works Superintendent Report-The first results on samples of the Lagoon, since the renovations, came back perfect. The city workers are working on removing rocks from residents yards after the snow plowing and a few things on the village trucks needed to be repaired after the snow removal.
- C. Engineer's report-Charlie Juneau reported he checked on delaying a public hearing regarding the Village's application to the IEPA for funding to finance a project to televise, clean and line the village's sewers. He said he would not recommend delaying it because the village would have to start over by re-filing and producing a new impact statement. He recommended, as the village engineer, that it would be in the village's best interest to proceed with the hearing in order to move forward in addressing the village's infrastructure's needs. Trustee Gavlick made a motion to hold a public hearing on February 6, 2014 at 6:00 pm. at the St. Jacob Activity Center with the Village of St. Jacob Regular Meeting to follow at 7:30PM. Trustee Zahn seconds the motion. Roll call vote, all in favor, motion passed.
- D. Village Attorney-Atty. Carruthers presented a draft of the employee policy for the boards review.

- E. Homecoming-Chairperson- See Communications IV.
- F. Planning commission—nothing to report
- G. Zoning Board-nothing to report.

**VII. OLD BUSINESS:**

**VIII. NEW BUSINESS:**

**IX. CLAIMS:**

- A. Trustee Zahn made a motion to approve the claims in the amount of \$23,768.43. Trustee Ross seconds the motion. Roll call vote, all in favor, motion carried.

**X. OPEN TO PUBLIC:**

**XI. CLOSED SESSION:** Trustee Ross moved to go from open to closed session to discuss personnel (5ILCS 120/2(c) (1) and pending litigation at 9:15 pm. Trustee Zahn seconds the motion. Roll call vote, all in favor, motion carried.

**XII. OPEN SESSION:**

- 1. Trustee Ross made a motion to go from closed session to open session 1 at 0:00 pm. Trustee Gavlick second. Roll call vote, all in favor, motion passed.
- 2. Trustee Ross made motion to approve the appointment of Stephanie Rehg as Treasurer. Trustee Gavlick seconds. Roll call vote, all in favor, motion passed.
- 3. Trustee Beil made a motion to approve the termination of employment of Donald Cuff. Trustee Zahn seconds. Roll call vote, 5 ayes and Trustee Muzzey was nay. Motion passed.

**XIII. ADJOURNMENT:**

- A. Trustee Ross made a motion to adjourn. Trustee Zahn seconds. Roll call vote, all in favor, motion passed.

Meeting was adjourned at 10:05 pm  
The next meeting will be February 6, 2014 at 7:30 pm

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Kathy Becker, Village Clerk

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Richard Schiefer, Mayor