

VILLAGE OF ST. JACOB
The Activity Center
108 N. Douglas
PRESIDENT AND BOARD OF TRUSTEES
THURSDAY, JUNE 19, 2014
REGULAR MEETING MINUTES #14-12

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Present	Mayor Richard Schiefer	Trustee George Gavlick
	Village Clerk Kathy Becker	Trustee Bobby Ross
	Superintendent Shawn Fohne	Trustee Guideon Richeson
	Captain Jeff Souders	Trustee Pattie Beil
	Attorney Andrew Carruthers	Trustee Jeni Zahn
	Bob Massa, Engineer	

Absent: Trustee Chris Tolbert

Quorum present.

Meeting called to order at 7:30 pm.

I. APPROVAL OF MINUTES AND AGENDA:

- A. Trustee Ross moved to approve the minute's #14-11 for June 5, 2014. Trustee Richeson seconds the motion. Roll call vote, all in favor, motion carried.
- B. Trustee Ross made motion to approve agenda #14-12 for June 19, 2014. Trustee Zahn seconds. Roll call vote, all in favor, motion passed.
- C. Trustee Ross made a motion to amend the agenda #14-12 to approve the minutes from Special meeting #14-01. Trustee Zahn second. Roll call vote, all in favor, motion passed. Trustee Ross moved to approve the minutes Special meeting minutes #14-01. Trustee Richeson seconds. Roll call vote, all in favor, motion passed.

II. COMMUNICATIONS: Mayor Schiefer announced that he and Trustee Richeson had a meeting regarding the Upper Silver Creek Water Shed Plan and if anyone wanted information it is available at the Village Hall.

III. OPEN TO PUBLIC:

IV. HOMECOMING REPORT:

V. TREASURER REPORT:

VI. COMMITTEES:

A. COMMUNITY DEVELOPMENT/HEALTH:

1. Trustee Gavlick stated that Rich has a meeting with Charlie Juneau Monday June 23, 2014 concerning the block grant.
2. Trustee Gavlick reported that he received the ADA report from Cathy Contarino w/Impact. Trustee Gavlick made a motion to approve contract with Juneau to start the ADA transition plan. Trustee Ross second. Roll call vote, all in favor, motion passed.

B. WATER AND SEWER:

1. Trustee Ross reported that we received a letter from Bud Bridgewater regarding the sewer maintenance schedule and stated that Shawn's response satisfies the questions that have remained and that the IEPA has been seeking resolution for quite some time.
2. Engineer Massa reported that the IEPA Loan Application process regarding the Water Tower fees would be \$8,000.00. Trustee Beil made a motion to approve the contract for Juneau & Associates to start process for the IEPA loan in the amount of \$8,000.00. Trustee Richeson second. Roll call vote, all in favor, motion passed.

C. POLICE:

1. Nothing to report.
2. Trustee Beil reported that we need to hire another part time police officer. Captain Souders recommended Jeff Hartsoe as the part time police officer. Trustee Beil made a motion to hire Jeff Hartsoe as a part time police officer. Trustee Richeson second. Roll call vote, all in favor, motion passed.
3. Captain Souders wanted again to remind everyone to be extremely cautions regarding identity thief.

D. ORDINANCE AND FINANCE:

1. Trustee Zahn reported that the Village received a draft of the forensic audit and the board had reviewed and would like Ken Loy's firm to follow through on some additional items.
2. Trustee Zahn reported the employee handbook has been sent to Attorney Carruthers to update with the changes.
3. Trustee Ross made a motion to approve the 2014-2015 Appropriation Ordinance 2014-552 and subject to include liabilities for the sewer aeration system loan with the Bank of Edwardsville. Trustee Zahn second. Roll call vote, all in favor, motion passed.
4. Mayor Schiefer stated that we received the codification from Illinois Codification Services and available at the Village Hall.

E. PUBLIC GROUNDS & BUILDINGS:

- 1.

F. STREETS AND LANES/MOTOR FUEL TAX:

1. Trustee Richeson says the street sign grant is still ongoing and waiting to hear from the County.
2. Trustee Richeson motion to approve the 2014 Motor Fuel Tax Maintenance Program and submitted the list of streets in the amount of \$30,859.00 and work to being around the 3rd or 4th week of August. Trustee Beil second. Roll call vote, all in favor, motion passed.
3. Trustee Richeson stated he was still waiting on Adam with Caterpillar to get more info regard the track hoe and skidster.

IV. REPORTS:

- A. Public Works Superintendent Report-They did a couple of water taps this week and the new tractor was delivered and works very well. They have been very short handed but has caught up on the mowing.
- B. Village Attorney-Nothing to report
- C. FOIA request-Nothing to report.
- D. Planning Commission- Mayor Schiefer reported that we need people for planning commission to serve a 5 year term,
- E. Engineer Report-
- F. 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 \$24,759.45. Trustee Ross seconds the motion. Roll call vote, all in favor, motion carried.

X. OPEN TO THE PUBLIC:

- IX. CLOSED SESSION:** Trustee moved to go from open to closed session for the purpose of discussion the appointment, employment, compensation, discipline, performance or dismissal of specific employees. (5 ILCS 120/2© 1) at 8:42 pm. Trustee Zahn made the motion to go from open to closed session. Trustee Richeson seconds. Voice vote, all ayes, motion passed.

XI. OPEN:

- A. Trustee Ross made motion to go from closed to open session. Trustee Richeson seconds. Voice call vote, all in favor, motion passed.
 - 1. Trustee Gavlick made a motion for a 5% pay raise for the Village Clerk, Utility Clerk and Public works Greg Koberna. Superintendent Shawn Fohne to \$19.00 hour. Trustee Ross second. Trustee Gavlick amended the motion to add the raise effective for Shawn when his 60 day probation period is up and the other raises effective next pay period. Trustee Ross second. Roll call vote, all in favor, motion passed.
 - 2. Trustee Ross made motion to accept Shawn Fohne as full time superintendent. Trustee Gavlick seconds. Roll call vote, all in favor, motion passed.
 - 3. Trustee Ross made a motion to approve hiring a temporally full time public works employee with the compensation depending on experience. Trustee Zahn second. Roll call vote, all in favor, passed.

XII. ADJOURNMENT:

- B. Trustee Ross made motion to adjourn. Trustee Zahn seconds. Voice call vote, all in favor, motion passed.

Meeting was adjourned at 9:02 pm
The next meeting will be July 10, 2014 at 7:30 pm

Kathy Becker, Village Clerk

Richard Schiefer, Mayor