

VILLAGE OF ST. JACOB
The Activity Center
108 N. Douglas
PRESIDENT AND BOARD OF TRUSTEES
THURSDAY, JULY 24, 2014
REGULAR MEETING MINUTES #14-14

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Present	Mayor Richard Schiefer	Trustee George Gavlick
	Village Clerk Kathy Becker	Trustee Bobby Ross
	Treasurer Stephanie Rehg	Trustee Guideon Richeson
	Captain Jeff Souders	Trustee Pattie Beil
	Treasurer Stephanie Rehg	

Absent: Trustee Jeni Zahn
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 #14-13 for July 10, 2014. Trustee Richeson seconds the motion. Roll call vote, all in favor, motion carried.
- B. Trustee Ross made motion to approve agenda #14-14 for July 24, 2014. Trustee Richeson seconds. Roll call vote, all in favor, motion passed.

II. COMMUNICATIONS: Mayor Richard Schiefer, and the Board members, observed a minute of silence in memory of former Mayor Ed Kelly who recently passed away.
Gary Gustafson & Neil Odle, with Da-Com, provided a presentation and information for a Document Management System. Gary explained the benefits of the system regarding the storage of records electronically.

III. OPEN TO PUBLIC:

IV. HOMECOMING REPORT: Marlin Fohne submitted the report of the cash deposits for July 18 & 19th homecoming.

V. TREASURER REPORT: Treasurer Rehg stated that while contacting some banks, she was advised there are programs for college students to look for grants and write them for Municipalities at minimal cost. The contact information was given to Trustee Gavlick, chairman of Community Development/Health. Discussion ensued to pay off three loans at the State Bank of St Jacob, # 2380603, 2380719 & 2401803. Treasurer Rehg said the early pay-off would save the village approximately \$8000.00. Trustee Ross made a motion to approve the payOff of State Bank of St Jacob Loan # 2380603 in the amount of \$45,113.56, Loan # 2380719 in the amount of \$26,960.89 & Loan # 2401803 in the amount of \$21,774.47, totaling \$93,848.92. Trustee Richeson second. Roll call vote, all in favor, motion passed. The loan with the Bank of Edwardsville was tabled until Treasurer Rehg secures the actual pay off amount.

VI. COMMITTEES:

A. COMMUNITY DEVELOPMENT/HEALTH:

1. Trustee Gavlick deferred to Mayor Schiefer regarding the Community Block Grant. The Mayor reported that the letters have been sent out for the survey of the residents who are a part of the grant.

2. Trustee Gavlick reported he will be contacting Charlie Juneau regarding the cost of repair/replacement as opposed to new construction applications in the Village's "ADA Self Evaluation and Transition Plan".

B. WATER AND SEWER:

1. Discussion ensued regarding water & wastewater operation classes for village employee Greg Koberna. The required classes, through SIUE, are only available at Geneva, IL. at this time. Trustee Richeson made the motion to approve Greg Koberna to attend the classes in the amount of \$550.00 and the necessary travel expenses, with the agreement that Greg would stay with the Village as an employee for one year. Trustee Ross second. Roll call vote, all in favor, motion passed.

C. POLICE:

1. Trustee Beil stated the Police Officers did a good job at the Homecoming. She deferred the police report to Captain Souders who stated that the Homecoming was a huge success and went well. His monthly report included that 5 tickets were issued, an identity theft case had been reported and two signs from the beer trailers at the homecoming were reported missing. The cases are being investigated.

D. ORDINANCE AND FINANCE:

1. The Forensic Audit was tabled to the next meeting.
2. Nothing new to report regarding the employee handbook for the final draft.
3. Discussion ensued for the Back to School ad in the amount of \$24. Trustee Richeson made a motion to approve the Back to School ad in the Times-Tribune in the amount of \$24. Trustee Beil seconds. Roll call vote, 2 nays (Trustee Ross & George Gavlick), 2 ayes, tie vote Mayor Schiefer then voted nay. Motion denied.
4. Trustee Ross made the motion to approve the authorization for Treasurer Rehg to have access to all banking financial information for the Village. Trustee Gavlick second. Roll call vote, all in favor, motion passed.

E. PUBLIC GROUNDS & BUILDINGS:

1. Mayor Schiefer informed the board that the sign for the rules of the Mill Pond has been updated.

F. STREETS AND LANES/MOTOR FUEL TAX:

1. Trustee Richeson reported there is nothing new on the skidster.
2. Trustee Richeson stated the 2014 MFT program was approved, the bid packet for oil & chipping of the streets is out. The letting of the the bids will be August 11, 2014 @ 10:00am at the Village Hall.

IV. REPORTS:

- A. Public Works Superintendent Report-
- B. Village Attorney-Nothing to report
- C. FOIA request-Nothing to report.
- D. Planning Commission- Mayor Schiefer has 4 people lined up for the planning commission.
- E. Engineer Report-Nothing to report.
- F. Zoning Board-Nothing to report

VII. OLD BUSINESS:

- VIII. NEW BUSINESS:** Trustee Ross suggested the Homecoming Committee send out thank you letters to all resident that allowed the use of their property for the event.

IX. CLAIMS: \$

- A. Trustee Ross made a motion to approve the claims in the amount of \$27,938.14. Trustee Richeson seconds the motion. Roll call vote, all in favor, motion carried.

X. OPEN TO THE PUBLIC:

XI. ADJOURNMENT:

- A. Trustee Gavlick made motion to adjourn. Trustee Beil seconds. Voice call vote, all in favor, motion passed.

Meeting was adjourned at 8:45 pm

The next meeting will be August 7, 2014 at 7:30 pm

Kathy Becker, Village Clerk

Richard Schiefer, Mayor