

**VILLAGE OF ST. JACOB  
213 N DOUGLAS  
PRESIDENT & BOARD OF TRUSTEES  
THURSDAY, AUGUST 04, 2011  
REGULAR MEETING #11-14**

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  
Trustee Hank Robards  
Trustee Richard Schiefer  
Trustee Pattie Beil  
Trustee Jeni Zahn  
Treasurer Tim Thompson  
Clerk Dawn Miller  
Donnie Cuff  
Tim Biggins  
Attorney Ron Motil  
Officer Maggie Hitt

II. APPROVAL OF AGENDA:

1. Trustee Robards moved to accept the agenda. Trustee Reilson seconded the motion. Voice vote, 6 ayes, motion carried.
2. Trustee Reilson moved to accept minutes. Trustee Miller seconded the motion. Voice vote, 6 ayes, motion carried.

III. MAYOR'S REPORT:

1. Mayor Muniz said congratulations to Jared Reilson and his wife for the birth of their daughter.

IV. REPORTS AND COMMITTEES

A. ECONOMIC GROWTH: ZAHN:

1. Mayor Muniz reported that there isn't any final numbers for the homecoming yet. He thinks that the weather kept some people away.

B. WATER & SEWER COMMITTEE – REILSON:

1. Mayor Muniz reported that he still needs to send letters to a few residents on Marine Road regarding the sewer extension.
2. Trustee Reilson made a motion to approve Ordinance 11-531 regarding Tap on fees with an effective date of January 01, 2012. Trustee Miller second the motion. Roll call vote, all in favor, motion carried.
3. Trustee Beil asked what the effective date of the ordinance means. It means that we are giving ample notice that the rates will be increasing. The new rate will be \$3100 for an in town tap and \$5000 for an out of town tap.

C. POLICE COMMITTEE – ROBARDS :

D. TREASURERS REPORT - THOMPSON:

1. Trustee Thompson stated that everyone should have a copy of the budget. There was a change since it was emailed out; we added more money for new computers since we will need to be buying 3.

2. Trustee Miller made a motion to approve FY 12 budget done by Thompson. Trustee Robards second the motion. Roll call vote, all in favor, motion carried.
3. Trustee Miller asked Thompson to go over the treasurer's report so everyone had an idea of the fund balances. So Thompson read through the report.
4. Thompson stated that last year we budgeted a deficit and we ended with a positive. Trustee Beil asked what IMRF is. It is the retirement.
5. Thompson stated that he talked to the auditor about the positive in balance in the sewer fund and the negative in the water fund. The auditor stated that all we have to do is make a motion to transfer the money from one account to the other to help correct the deficit. Thompson stated that he wouldn't transfer more than \$200,000 from the sewer to the water. Trustee Miller agreed that he would transfer \$200,000 it is a nice round number. We will need to start charging more to the general fund again since we have that fund corrected. Trustee Schiefer wants to know what we are going to do in an emergency. Where would the money come from? We are just shifting the money. Part of the reason there is such a deficit in one account over the other is because we were trying to fix the general fund and too much stuff was charged to water instead of the proper funds. Trustee Miller stated that we are just trying to pay the bills we have. It's just a matter of juggling expenses. Trustee Miller then stated that we went for 6 years without raising the water rates. So now we try to look at them once a year or every two years. The increase in water tap on fees will help the fund balance as well.
6. Trustee Miller made a motion to transfer \$200,000 from the sewer fund to the water fund. Trustee Robards second. Roll call vote, Reilson ayes, Miller ayes, Zahn ayes, Schiefer no, Robards ayes, Beil no. Voice vote 4 to 2, motion carried. Trustee Reilson would hope that we don't get ourselves in this situation again.
7. Trustee Schiefer would like to know what we are really accomplishing by transferring the money. Trustee Miller stated that we are ultimately trying to balance all the funds.

E. ORDINANCE & FINANCE – MILLER:

1. Trustee Miller stated that everyone should have a copy of the treasurer's ordinance.
2. Trustee Miller made a motion to approve Ordinance 11-532 regarding the treasurer. Trustee Zahn second. Roll call vote, all in favor, motion carried.
3. Attorney Motil stated that he corrected the wording regarding the bond amount. The bond for the Mayor and the Clerk were also discussed.
4. Mayor Muniz would like to have a committee meeting to discuss business licenses and the health insurance. We can also discuss the bond amounts at the committee meetings. The committee meeting will be August 11, 2011 at 7:30. Anyone is welcome to come.

F. GRANTS – BEIL

1. Trustee Beil talked to the lady at the county regarding grants. She stated that money is tight right now but there will be some in the future. She said that there might be some money for fire hydrants and street signs.

G. STREET & ALLEY – SCHIEFER

1. Trustee Schiefer reported that he had a committee meeting last week. He handed out minutes from the committee meeting. He then stated that it would cost \$20,000 to replace all the street signs. Attorney Motil gave Trustee Schiefer some information regarding street signs. We need to look into all the regulations for the street signs.
2. Trustee Schiefer stated that the committee meeting decided to recommend vacating Hayes lane so we don't have to pay to maintain it anymore. Trustee Schiefer made a motion to have Attorney Motil draft an ordinance to vacate Hayes Lane. Trustee Beil second the motion. Voice vote, 6 ayes, motion carried.
3. Mayor Muniz reported that we have 3 options to fix Keck Road. Mayor Muniz read the letter with all the options to the board members. Mayor Muniz stated that if we do option 3 we will spend more money than necessary. Mayor Muniz stated that Mike

Maedge is comfortable with option 1. Mayor Muniz stated that he would do option 1. He then stated that he didn't talk to Mike Maedge about 5<sup>th</sup> St because he thinks we can do it ourselves. Trustee Schiefer then asked about Lake Rd. Mayor Muniz stated that he thinks we can do it ourselves as well.

4. Trustee Reilson doesn't think we should let Keck Road go any longer. Trustee Schiefer thinks we should have it fixed in August. Trustee Miller stated that he thought the committee decided that Keck Road was crucial. He also stated if Mike Maedge thinks that option 1 is ok then Trustee Miller is ok with it.

5. Trustee Schiefer made a motion to exercise option 1 and have it done in August. Trustee Zahn second the motion. Roll call vote, all in favor, motion carried.

6. Trustee Schiefer then read the report from the Street Supervisor.

H. PLANNING COMMISSION:

I. ZONING BOARD:

1. Mayor Muniz stated that everyone should have a copy of the finding of fact from Rick Ritter. He then read the finding of fact. The recommendation from zoning officer Rick Ritter is to approve the bakery. Trustee Robards made a motion to accept the finding of fact from Rick Ritter. Trustee Zahn second the motion. Roll call vote, all in favor, motion carried.

2. Trustee Schiefer asked about the parking at the bakery. The Gilomens stated that it would be rock at first but they eventually would be asphaltting it. Trustee Schiefer thinks that we need to put a time frame on the parking. Mayor Muniz thinks that we need to review that part of the building and zoning ordinance. He thinks that we need to review it because of storm water issues. Other than the parking Trustee Schiefer is ok with the bakery. Mayor Muniz said Good Luck to the Gilomens.

V. OLD BUSINESS:

VI. NEW BUSINESS:

VII. CLAIMS:

Trustee Reilson moved to read the claims by total. Trustee Zahn seconded the motion. Voice Vote 6 ayes, motion carried

	Water	\$13589.39	
	Sewer	\$646.50	
	Trash	\$7699.50	
	<b>Water/Sewer/Trash Total</b>		<b>\$21935.39</b>
	General Funds	\$609.67	
	Ordinance Finance	\$11754.95	
	<b>Ordinance &amp; Finance Total</b>		<b>\$12364.62</b>
	Police	\$1062.88	
	Street & Alley	\$10958.23	
	Public Grounds	\$1944.73	
	Community Development	\$72.10	
	MFT	\$131.11	
	<b>Grand Total</b>		<b>\$48469.06</b>

Roll call vote 6 ayes motion carried.

Treasurer Thompson stated that the bills seem high this month but it is for the whole month since we didn't have the last meeting. He also wants everyone to know that the bills include the last payment for the census.

VIII. OPEN TO PUBLIC:

1. Tom Kaminski stated that he would like a culvert in front of his house. He said that he has asked for a long time.
2. Mike Muniz presented the board. He stated that he has been a member of St Jacob since 1989. He stated that he doesn't like the fact that the meetings are timed. He then stated that the politics are broken down in St Jacob. He said that the street signs and Keck road are not new issues for the town but since it has been a blood bath here for so long nothing gets done. He then stated that the board members are only looking out for themselves not the residents. Mike then stated that he was released last year from his job with the village and he wasn't told why and he stated that he wasn't given an opportunity with the board. The reason he came to the meeting is he wants to protect the other workers.
3. Steve Pate thanked the workers for the good job they did cleaning up after homecoming.

IX. CLOSED SESSION

1. Trustee Reilson made a motion to go from open to closed session to discuss personnel at 8:57. Trustee Beil second the motion, Voice vote, 6 ayes. Motion carried.

X. OPEN SESSION

1. Trustee Robards made a motion to go from closed session to open session at 9:36. Trustee Beil second the motion. Voice Vote, 6 ayes, motion carried.

XI. ADJOURNMENT:

1. Trustee Robards moved to adjourn at 9:37pm. Trustee Schiefer seconded the motion. Voice vote, 6 ayes, motion carried.
2. The next meeting will be August 18, 2011 at 7:30 pm.

---

Dawn Miller, Village Clerk

---

Raymond Muniz, Mayor