

VILLAGE OF ST. JACOB
213 N DOUGLAS
PRESIDENT & BOARD OF TRUSTEES
THURSDAY, SEPTEMBER 22, 2011
REGULAR MEETING #11-17

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 here at 7:31 p.m.
Trustee Jared Reilson
Trustee Hank Robards
Trustee Richard Schiefer
Trustee Pattie Beil
Trustee Jeni Zahn
Clerk Dawn Miller
Donnie Cuff
Tim Biggins
Officer Maggie Hitt
Attorney Ron Motil
Treasurer Tim Thompson

II. APPROVAL OF AGENDA:

1. Trustee Robards moved to accept the agenda. Trustee Schiefer seconded the motion. Voice vote, 5 ayes, motion carried.
2. Trustee Reilson moved to accept minutes. Trustee Robards seconded the motion. Voice vote, 6 ayes, motion carried.

III. MAYOR'S REPORT:

1. Mayor Muniz reported that the 911 Remembrance was a tremendous success. Mayor Muniz thanked the Trustees, the police department and the fire department for helping make the event successful.
2. Mayor Muniz also reported that he attended the 98th Annual IML Conference. He passed out CD's that contain information from all of the sessions. Mayor Muniz then stated that he was elected as the 99th President of the IML. He said that St Jacob is the smallest community to have their Mayor elected as President. Trustee Reilson congratulated Mayor Muniz on his new position. Trustee Thompson reported on the Treasurers session. He learned about implementing credit card payment and online payments. He would like to get more information.

IV. REPORTS AND COMMITTEES

A. ECONOMIC GROWTH: ZAHN:

1. Richard Schmidt wanted to present the board regarding Jakey in June. Richard stated that Jakey in June was Mayor Muniz's idea. It's a lot of work but they have a good committee to help. There was \$7600 donated by sponsors. He then gave everyone a copy of the accounting on the account. He stated that they are giving the park \$3500 for a fence around the toddler pay ground. He then stated that the committee is considering doing some events on Friday night as well as Saturday and Sunday. Richard stated that the contest is very popular among the teams. We now have a waiting list. The teams like the contest and they really like Susan's breakfast. The winner of this year's contest said that we have something special with our contest.
2. Mayor Muniz reported that the Homecoming committee has been a two man show. It puts a lot of strain on the Village Hall. We have had a swarm of people step forward

who want to help. Mayor Muniz thinks that the board needs to differentiate from the other homecoming. The Board will need to redo the bylaws for the homecoming. Mayor Muniz will then appoint a committee. Mayor Muniz will help when needed but he is going to let the committee run the show.

B. WATER & SEWER COMMITTEE – REILSON:

1. Trustee Reilson stated that there was a committee meeting regarding tap on fees. Trustee Reilson made a motion to have Attorney Motil redo the water tap ordinance to include multifamily rates. Trustee Zahn second the motion. Voice vote, 6 ayes, motion carried.

C. POLICE COMMITTEE – ROBARDS :

1. Trustee Robards wanted to clarify some rumors regarding Chief Larry Morietta getting paid for having the police cars at his house. Trustee Robards stated that Chief Morietta doesn't get paid for allowing them to remain there. The only thing the Village does is blow the driveway.
2. Mayor Muniz received an email from Fire Chief Scott Prange giving praise to Maggie Hitt. He read the letter.
3. Trustee Robards stated that he is going to get some information regarding the police radios and then he will have a committee meeting.

D. TREASURERS REPORT - THOMPSON:

1. Treasurer Thompson read thru August 2011 treasurers report. He also reported that the \$200,000 has been transferred from sewer to water. He then reported that he has last year's treasurers report ready for the paper. Trustee Miller made a motion to approve the treasurer's report.
2. Mayor Muniz reported that the liability insurance premium will be less than we thought for this next year.

E. ORDINANCE & FINANCE – MILLER:

1. Attorney Motil reported on the Zoning ordinance. He stated that he only had to redo one portion of the Ordinance. He also stated that we won't have to have a hearing regarding the new Ordinance. Trustee Miller stated it was nice to hear that we only had to redo on part.
2. Trustee Miller went thru the business license ordinance. It will be \$100 for new businesses when they register. They won't have to register each year. It will be a onetime registration. All current businesses that have licenses will be grandfathered in at the old rate. Mayor Muniz apologized for the miscommunication regarding the ordinance. He will make sure the Ordinances are at the meeting if they are on the agenda.
3. All trustees were given a hand out of proposed raises. Each employee will get a \$0.40 raise except Barkely. He will get a \$0.90 raise. Police won't get anything. Lola Missey will go from \$130 a month to \$150. Keith Frey will get \$0.40. The total of the raises will be \$15000 for the year. That is under what we originally budgeted for. Trustee Miller made a motion to approve employee raises as presented. The raises will be retro to September 1, 2011. Trustee Robards second the motion. Roll call vote, all in favor, motion carried.
4. Mayor Muniz stated that we have leased the back hoe for several years. We received the proposal for this next year. The amount of the lease is \$11600. Last year is was \$10400. Trustee Miller stated the new rate is a \$23 an hour increase. The back hoe currently has 200 hours on it. So with the new lease of 500 hours it will be a total of 700 hours before we will be charged an additional \$30 an hour. We currently have \$12000 budgeted for the back hoe. Trustee Beil asked if we have ever bought a back hoe. Trustee Miller stated that we have not and he isn't sure we would want to buy it. Trustee Miller isn't happy about the increase if we aren't getting a new back hoe. Trustee Miller would like to wait till next meeting to discuss the back hoe further. Trustee Miller stated that he would meet with the company to discuss the lease.

F. GRANTS – BEIL

G. STREET & ALLEY – SCHIEFER

1. Trustee Schiefer thought that we weren't going to do anything with Hayes Lane yet it's still on the agenda. Attorney Motil stated that the rail road is the owner of the property. Since we don't own it we can't vacate it. Ron thinks that we should contact the rail road and let them know that we aren't going to maintain the road or we could do a title search to make sure it doesn't list the Village anywhere. Trustee Miller stated that if we have to spend a couple hundred dollars to make sure who really owns it then we should do that. Trustee Schiefer thinks that we should contact the railroad first.
2. Trustee Schiefer stated that he thought street signs were dealt with at the last meeting as well. Mayor Muniz stated that he was confused on what he is supposed to tell the street department. Trustee Miller stated that we are going to replace them as needed. We have \$500 budgeted and we have currently spent 26% of the budget. Trustee Reilson asked about the sign on Marine Road for the new triplexes. They cost \$131.11. We ordered them under the new specifications. Trustee Miller thinks we should have a priority list so we can have a better idea of what needs to be done. He then stated that if it fits in the budget then we should just do them.
3. Trustee Schiefer stated that he would like to have a list of projects and the time line of when things are being done. He said that he feels hopeless because he doesn't know what is going on. Mayor Muniz said he would start sending him a weekly update. Trustee Schiefer then stated that the ditch on Napoleon and 6th street hasn't been cut nor fixed. Mayor Muniz stated that we aren't going to cut people's ditches for them. Mayor Muniz stated that we can't pick and choose whose ditch to cut. He then stated that we don't want to set a precedent of cutting them. Trustee Schiefer stated that most residents cut their own ditch. Trustee Beil said that Mike cut that ditch and he is the one that did the work to the ditch. Mayor Muniz said that we could potentially spend hours cutting ditches if we start doing this. Trustee Schiefer stated that we won't spend hours because most people cut their own. Trustee Miller said it seems that there is a problem with this ditch. He thinks we should just fix it so this isn't an issue. Tim Biggins stated that the side ditch isn't any deeper than the one in the front or the ditches on the ones on Main Street. Trustee Reilson thinks that we should just cut it once a month or something. Trustee Schiefer made a motion to cut ditches when we are asked. Trustee Beil second the motion. Trustee Reilson stated that we aren't going to drop everything and cut them when they call. We will do it when we have time. Mayor Muniz stated that he doesn't have a problem doing it because we do a lot for the residents but he has been chastised for things like this before. Roll call vote, Schiefer ayes, Beil, ayes, Robards ayes, Reilson, ayes, Zahn ayes, Miller no. Motion carried 5 to one. Tim Biggins asked if this applies to employees as well since they are citizens of the town because he gets criticized if he does anything at his own house. Trustee Schiefer stated that it doesn't apply to employees. Trustee Schiefer then stated that Janet Fox needs rock behind her house. Trustee Miller doesn't think all of these issues need to be discussed at the meetings. It should go to the guys and let them handle it. Ken then stated that we could even discuss these things in committee meetings. Mayor Muniz then asked if everything that needs to be done has to go thru the committee. Trustee Miller said no just the things that aren't getting done.
4. Trustee Robards thanked Steve Pate and Billy Holman for their help and the borrowing of equipment so the guys could finish the project on Jacob Street.
5. Trustee Schiefer asked about the ditch at Carpers house. Tim Biggins doesn't know what the issue is. Mayor Muniz stated that the issue is she can't cut her ditch but we will cut it for her. Problem solved.
6. Mayor Muniz and Mike Maedge went out and looked at Keck Road. We are looking at a bigger expense than we originally thought. Possibly \$10000 to \$12000 to fix. Mayor Muniz would like the committee to look at it. A committee meeting was scheduled for Tuesday September 27, 2011 at 7:30 am on Keck Road. Trustee Reilson stated that if all committee members are going to be there and they agree to what needs to be done they

should go ahead and have the project done. Trustee Miller asked if we are using MFT funds to pay for the project. Treasurer Thompson said yes. Trustee Reilson made a motion to give the street and alley committee authority to spend up to \$12000 to fix Keck Road. Trustee Schiefer second the motion. Roll call vote, all in favor, motion carried.

H. PLANNING COMMISSION:

I. ZONING BOARD:

V. OLD BUSINESS:

VI. NEW BUSINESS:

1. Trustee Robards said the American Legion had a shot gun raffle and the winner was Guideon.
2. The American Legion is also having their BBQ dinner on October 9, 2011.
3. Trustee Beil asked what the procedure is when someone wants to build something. Do we tell the public about permits? Mayor Muniz said that if it fits the zoning and requirements then we issue permits. He then stated that the Newman Project on Main Street is a dead project. She then asked about the property on Mill Street. Mayor Muniz stated that Todd Lindow bought the property but he hasn't asked for a building permit yet. She then asked about the tri plexes off of Marine Road. Mayor Muniz stated that he hasn't mentioned doing anymore in that area.
4. Mayor Muniz met with IDOT regarding the cross walk by the park. They are going to paint a cross walk going to the park. We will probably have to pour two short sidewalks there. IDOT is also going to flush the culverts on Main Street.

VII. CLAIMS:

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

Water	\$9048.17	
Sewer	\$956.19	
Trash	\$8086.65	
Water/Sewer/Trash Total		\$18091.01
General Funds	\$6815.91	
Ordinance Finance	\$2255.00	
Ordinance & Finance Total		\$9070.91
Police	\$124.78	
Street & Alley	\$4805.52	
Public Grounds	\$51.74	
Community Development	\$294.00	
MFT	\$397.00	
Grand Total		\$32834.96

Roll call vote 6 ayes motion carried.

VIII. OPEN TO PUBLIC:

1. Diana Gilomen would like to know how we schedule our police officers. It seems that we only have officers Monday thru Thursday. Trustee Robards stated that we are in the process of fixing the problem.
2. Richard Schmidt stated that he likes to give credit where credit is due. He wanted to thank Trina Muniz for creating the name for the BBQ contest.

IX. ADJOURNMENT:

1. Trustee Reilson moved to adjourn at 8:20pm. Trustee Zahn seconded the motion. Voice vote, 6 ayes, motion carried.
2. The next meeting will be October 6, 2011 at 7:30 pm.

Dawn Miller, Village Clerk

Raymond Muniz, Mayor