

**VILLAGE OF ST. JACOB**  
**213 N DOUGLAS**  
**PRESIDENT & BOARD OF TRUSTEES**  
**THURSDAY, DECEMBER 1, 2011**  
**REGULAR MEETING #11-22**

- 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 Jared Reilson  
Trustee Hank Robards  
Trustee Richard Schiefer  
Trustee Pattie Beil  
Trustee Jeni Zahn  
Trustee Ken Miller  
Clerk Dawn Miller  
Donnie Cuff  
Tim Biggins  
Attorney Ron Motil  
Absent: Treasurer Tim Thompson

II. APPROVAL OF AGENDA:

1. Trustee Reilson moved to accept the agenda. Trustee Robards seconded the motion. Voice vote, 6 ayes, motion carried.
2. Trustee Reilson moved to accept minutes. Trustee Robards seconded the motion. Voice vote, 6 ayes, motion carried. Trustee Schiefer stated that the minutes stated he referred to 6<sup>th</sup> and Napoleon but it should have been 6<sup>th</sup> and Jacob. Trustee Beil asked about the 1% of water customers behind on their bills. Mayor Muniz stated that is an agenda item, we can discuss that when you we get to it.

III. MAYOR'S REPORT:

1. Mayor Muniz stated that he would make an appointment for the Zoning officer some time soon.
2. The Christmas kickoff will be December 2, 2011. Santa will arrive at 6:30. There will be carriage rides and refreshments. Home Telephone Company donated one of the horse and carriages.
3. Mayor Muniz would like to have a committee of the whole meeting regarding electricity. There are a few companies that would like to talk to us since we can now buy our electricity from other companies. Ameren would still supply it but we could get it for a cheaper rate. The meeting is Tuesday December 6, 2011. Trustee Schiefer stated that he wouldn't be able to make it.

IV. REPORTS AND COMMITTEES

A. ECONOMIC GROWTH: ZAHN:

B. WATER & SEWER COMMITTEE – REILSON:

1. Trustee Beil stated that if we have 650 customers and there are 10 to 12 customers who are behind that would be more than 1% behind. Trustee Reilson stated that it is closer to 2%.
2. Mayor Muniz stated that he would fill everyone in on the online billing and some of the changes that we would like to make to utility billing as soon as we have more information.

C. POLICE COMMITTEE – ROBARDS :

1. Trustee Robards said that Assistant Chief Howe is out of commission right now with a broken ankle. Trustee Beil asked if Trustee Robards had his meeting. Trustee Robards said no.

D. TREASURERS REPORT - THOMPSON:

E. ORDINANCE & FINANCE – MILLER:

1. Trustee Miller made a motion to approve Ordinance 11-535 St Jacob Homecoming Festival. Trustee Reilson second the motion. Roll call vote, Miller ayes, Reilson ayes, Robards ayes, Zahn ayes, Schiefer no, Beil no. Motion carried 4 to 2.  
Trustee Robards asked who would be the treasurer for the committee. Trustee Robards then stated the ordinance contradicts itself regarding the time and place of the meetings. Mayor Muniz said the place and time are to be determined by the homecoming committee. Trustee Robards then stated that the ordinance needs to be clearer about the reports and where the money is being spent. Mayor Muniz stated that it's getting more and more frustrating on his part because for the past 11 years no one has cares about the homecoming. Mayor Muniz then stated that he feels that the committee should give a list of what they would like to do with the money. Trustee Miller thinks the board should decide where the money gets spent. Trustee Reilson would like to know what the purpose of the ordinance is. Attorney Motil stated the ordinance is to establish that the board ultimately has control. It's to make this board knows what is going on. Mayor Muniz asked Trustee Robards why at the last meeting when the Ordinance also included Jakey in June did he feel that there was too much control and now that Jakey isn't included in the Ordinance there isn't enough control.
2. Trustee Miller went over the Tax levy that was also discussed at a committee meeting. Trustee Miller thinks it's a good levy. The rate shouldn't be increasing, however if your assessment increases your taxes will also go up.
3. Trustee Miller made a motion to approve Tax Levy ordinance 11-536. Trustee Schiefer second. Roll call vote, all in favor, motion carried.

F. GRANTS – BEIL

G. STREET & ALLEY – SCHIEFER

H. PLANNING COMMISSION:

I. ZONING BOARD:

V. OLD BUSINESS:

1. Trustee Schiefer asked about channel 6. Clerk Miller stated that she is working on getting up and running. There are some new programs out that will make it easier to update and will allow it to run without locking up. Mayor Muniz stated that he has asked everyone to give him some names for a technology committee but no one has given him any names except for Trustee Robards.

VII. NEW BUSINESS:

1. Mayor Muniz stated that we normally give our employees a Christmas bonus of \$125 for full time employees and \$75 for part time employees. Trustee Schiefer asked how many people are full time and how many part-time? There are 6 full time and 10 part-time. Trustee Miller made a motion to approve Christmas bonuses of \$125 for full time and \$75 for part time employees. Trustee Schiefer second the motion. Roll call vote, all in favor, motion carried.
2. Mayor Muniz reported that Richard Schmidt asked if he could address the board regarding Jakey in June. Mayor Muniz forwarded a letter from the Jakey in June committee to all the board members. Richard stated that the committee's intentions are to have the contest in St Jacob, but there are other places that we can take it but this is their first choice. They are

asking St Jacob to do what they have done in the past and help them out. He will come back at the next meeting and answer any questions that anyone may have. There are several things already planned for the event. They are expanding the event to include Friday night. The committee is looking forward to the contest. The profit this coming year will go to Keystone Cemetery.

VIII. CLAIMS:

Trustee Reilson moved to read the claims by total. Trustee Robards seconded the motion. Voice Vote, Reilson ayes, Miller ayes, Zahn ayes, Robards ayes, Schiefer no, Beil no, motion carried 4 to 2.

	Water	\$4300.59	
	Sewer	\$1134.66	
	Trash		
<b>Water/Sewer/Trash Total</b>			<b>\$5435.25</b>
	General Funds	\$516.43	
Ordinance Finance		\$390.00	
<b>Ordinance &amp; Finance Total</b>			<b>\$906.43</b>
Police		\$204.41	
Street & Alley		\$231.27	
Public Grounds		\$83.95	
Economic Development			
MFT			
Liability Insurance			
<b>Grand Total</b>			<b>\$6861.31</b>

Roll call vote, Reilson ayes, Robards ayes, Zahn ayes, Schiefer no, Beil no. Motion carried 4 to 2.

Trustee Miller asked if we could start approving the claims individually because he doesn't want to take a chance of all of the bills not being approved. Mayor Muniz stated that no other towns have payroll on their claims. Salaries are contractual services that have to be paid at certain times. Trustee Schiefer doesn't understand why he has to say why he is voting no. He asked cant I vote no if I want to.

IX. OPEN TO PUBLIC:

1. Joe Beil stated at the last meeting the FOIA regarding homecoming was brought up. He wants to know why it takes someone so long to gather the information for the requests.. He wants to know why we paid \$42.00 for the request. Mayor Muniz stated that it takes so long because we have to make copies of everything and redact information like bank account information. Mayor Muniz stated that we hired Kelly Lewis for \$10.00 an hour. We can't ask for an extension unless at the end of the 5 days allowed we still need additional time and there is justification for it. Clerk Miller costs about \$30 an hour when you include her benefits with her current wage. We can only charge per copy. The first 50 pages are free and there were over 800 copies for the request. Mayor Muniz then stated that we did seek legal counsel for advice on the request.
2. Trustee Schiefer asked about the paper work in Hayes lane. Attorney Motil stated that it was the title work that shows Hayes lane isn't the Villages. The actual cost of the title work was \$390.00.

X. ADJOURNMENT:

1. Trustee Reilson moved to adjourn at 8:26pm. Trustee Zahn seconded the motion. Voice vote, 5 ayes, motion carried.
2. The next meeting will be December 15, 2011 at 7:30 pm.

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Dawn Miller, Village Clerk

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Raymond Muniz, Mayor