

VILLAGE OF ST. JACOB
213 N DOUGLAS
PRESIDENT & BOARD OF TRUSTEES
THURSDAY, MAY 16, 2013
REGULAR MEETING MINUTES #13-11

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Present: Mayor Richard Schiefer
Clerk Dawn Miller
Trustee Bobby Ross
Trustee Pattie Beil
Trustee Chris Tolbert
Trustee Matt Muzzey
Trustee Jeni Zahn
Trustee George Gavlick
Superintendent of Streets Donnie Cuff
Public Works Director Tim Biggins
Captain Paul Cates

I. APPROVAL OF MINUTES AND AGENDA:

1. Trustee Beil moved to approve the minutes 13-10. Trustee Gavlick seconded the motion. Voice vote, 5 ayes, motion carried.
2. Trustee Gavlick moved to approve the agenda 13-11. Trustee Tolbert second the motion. Voice Vote, 5 ayes, motion carried.

II. COMMUNICATIONS:

III. OPEN TO PUBLIC:

1. Russ Loomis thinks it's a great idea to have two open to the public sessions.
2. Robert Evans thanked the guys for coming out to look at his ditch.

IV. APPOINTMENT OF TRUSTEE:

1. Trustee Beil made a motion to appoint Matt Muzzey as Trustee. Trustee Ross second the motion. Roll call vote, all in favor, motion carried.
2. Matt Muzzey was sworn in.

V. APPOINTMENTS:

1. Trustee Ross made a motion to appoint Andrew Carruthers as Village Attorney. Trustee Zahn second the motion. Roll call vote, all in favor, motion carried.
2. Trustee Tolbert made a motion to appoint Keith Frey as Building Inspector. Trustee Gavlick second the motion. Roll call vote, all in favor, motion carried.

VI. REPORTS:

1. Attorney Carruthers thank everyone for his appointment and said prevailing wage ordinance will need to be done at the next meeting.
2. FOIA – nothing new
3. Mike Hartwig gave the homecoming report. Homecoming is on track. Mayor Schiefer stated he attended the meeting and said they have it under control.
4. Planning – nothing new
5. Everyone received a copy of a zoning hearing regarding a licensed firearm dealer located on Steinkeonig School Road. The hearing will be May 23, 2013 at 11:25 a.m.

VII. OLD BUSINESS:

1. Discussion was held regarding computer upgrades and email for Trustees.
2. Discussion was held regarding the procedures for swimming pools. The current policy is sewer charges were removed for the amount of water used for the pool or a fee of \$50 plus the cost of water to have the guys fill the pool. Trustee Ross motioned to keep the same policy for pools. Trustee Gavlick second the motion. Roll call vote, all in favor, motion carried.
3. Discussion was held regarding the drainage issues. The guys are working on wrapping up other projects so we can take a look at some options for drainage. Trustee Tolbert will work with the guys on the drainage
4. An airline broke at the lagoons. It is being fixed.
5. Jakey In June – Steve Pate said he has flyers to hand out. They didn't need ice from the Village this year but they would like if the guys could pick up the barricades after the 5k poker run. He then stated that the proceeds from the event will be going to the St Jacob Park. Kelly Tracy helped get a grant to match the fund donated in order to pave the walking path.
6. The Strawberry Festival will be Sunday May 19, 2013 from 10 am to 4 pm.

VIII. NEW BUSINESS:

1. Trustee Beil made a motion to approve the MFT Resolution for 2011 and 2012 prepared by TWM. Trustee Ross second the motion. Roll call vote, all in favor, motion carried.
2. Mayor Schiefer held discussion regarding a new credit card since the Village no longer has one. Trustee Ross explained how the credit card will work. All amounts can be tracked by individual cards and will appear on the same statement. Trustee Ross made a motion to approve the credit card. Trustee Zahn second the motion. Roll call vote, all in favor, motion carried.
3. Trustee Ross made a motion to approve State Bank as the bank institution for the Village and authorizing Mayor Richard Schiefer to be added to the bank accounts. Trustee Zahn second the motion. Roll call vote, all in favor, motion carried.
4. Discussion was held regarding IML books. Trustee Gavlick made a motion to purchase a complete set of books for the office excluding the directory and a hand book for each of the Trustees. Trustee Tolbert second the motion. Roll call vote, all in favor, motion carried.
5. IML workshop in O'Fallon June 27, 2013 from 6pm to 9 pm. Its \$50 to attend. Trustee Ross made a motion to approve \$50 per Trustee to attend the IML workshop. Trustee Beil second the motion. Roll call vote, all in favor, motion carried.
6. The appropriations need to be filed by the end of June.
7. Tim Biggins stated the wall of the sewer plant building needs to be fixed. We will get some bids.
8. All Trustees need to take the opens meeting act online and turn in their certificates to the Clerk.
9. Trustee Zahn made a motion to retain CJ Schlosser and Company as our Auditors. Trustee Tolbert second the motion. Roll call vote, all in favor, motion carried.

IX. CLAIMS:

1. Trustee Zahn made a motion to approve the claims in the amount of \$52,302.14. Trustee Beil second the motion. Roll call vote, all in favor, motion carried.

VII. OPEN TO PUBLIC:

1. Hank Robards stated the American Legion will sell poppies on May 24 and 25, 2013. Trustee Beil made a motion to approve the American Legion to sell poppies. Trustee Ross second the motion. Roll call vote, all in favor, motion carried.
2. Russ Loomis asked if the grant for the Mill pond has been used. He got some bids for a pavilion. It's about \$4500 to have it installed. If it costs more he is willing to

pay the difference. He then asked about the access channel. He also asked about the flappers for the sewer because he had sewage in his basement.

3. Steve Pate said the Jaycees would be helping at the BBQ.
4. Gene from Madison County said if anyone attends the zoning hearing they need to be prepared and have specific questions. She also stated that these types of businesses are highly regulated.
5. Hank Robards also stated that the gun dealer was just moving locations from one side of town to another.

VIII. CLOSED SESSION:

1. Trustee Tolbert moved to go from open to closed session to discuss personnel (5ILCS 120/2(c) 1) at 9:05 pm. Trustee Zahn second the motion. Roll call vote, All in favor, motion carried.

IX. ADJOURNMENT:

1. Meeting was adjourned after the closed session.
2. The next meeting will be June06, 2013 at 7:30 pm.

Dawn Miller, Village Clerk

Richard Schiefer, Mayor