

**VILLAGE OF ST. JACOB**  
**The Activity Center**  
**108 N. Douglas**  
**PRESIDENT AND BOARD OF TRUSTEES**  
**THURSDAY, SEPTEMBER 4, 2014**  
**REGULAR MEETING MINUTES #14-17**

**CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE**

Present	Mayor Richard Schiefer	Trustee George Gavlick
	Village Clerk Kathy Becker	Trustee Chris Tolbert
	Superintendent Shawn Fohne	Trustee Guideon Richeson
	Treasurer Stephanie Rehg	Atty. Andy Carruthers

Absent: Trustee Bobby Ross  
Trustee Pattie Beil  
Trustee Jeni Zahn  
Captain Jeff Souders

Quorum present.

Meeting called to order at 7:00 pm.

**I. APPROVAL OF MINUTES AND AGENDA:**

- A. Trustee Tolbert moved to approve the minute's #14-16 for August 21, 2014. Trustee Gavlick seconds the motion. Roll call vote, all in favor, motion carried.
- B. Trustee Richeson made motion to approve agenda #14-17 for September 4, 2014. Trustee Gavlick seconds. Roll call vote, all in favor, motion passed.

**II. COMMUNICATIONS:**

**III. OPEN TO PUBLIC:**

- IV. HOMECOMING REPORT:** Dawn Ross reported that the homecoming was a big success with a profit of \$15,264.45 but there will be one more expense when receipts are received from American Legion for the cost of the supplies for the big wheel. The committee has started working on the rides contract for next year's homecoming. Mayor Schiefer to talk to the homecoming committee to see if they are interested in participating in next year's committee and will then appoint committee. Mayor Schiefer praised Dawn Ross and all of the Committee members for a great job they did this year.

**V. TREASURER REPORT:**

**VI. COMMITTEES:**

**A. COMMUNITY DEVELOPMENT/HEALTH:**

1. The second letters for the block grant income survey have been sent out.
2. Mayor Schiefer appointed Trustee George Gavlick to be the contact person regarding the ADA Transition. Trustee Richeson made a motion to accept the appointment of Trustee Gavlick as contact. Trustee Tolbert Second. Roll call vote, all in favor, motion passed

**B. WATER AND SEWER:**

1. Nothing to report.

**C. POLICE:**

1. Nothing to report.

**D. ORDINANCE AND FINANCE:**

1. Trustee Gavlick reported the employee handbook will be sent to Attorney Carruthers to revise

2. Trustee Richeson made a motion to approve Ordinance 14-553 trash increase of \$.27. Trustee Gavlick second. Roll call vote, all in favor, motion passed.
  3. Discussion ensued to the 4% increase for water from Bond Madison Water Company. Trustee Gavlick made a motion to pass the increase of 4% on to the residents. Roll call vote, all in favor, motion passed.
  4. Trustee Richeson made a motion to approve the increase for the Always Care Vision Insurance in the amount of \$.29 per month, per employee. Trustee Tolbert second. Roll call vote, all in favor, motion passed.
  5. Trustee Richeson made a motion to approve the sponsorship for the Movies in the Park at the Blockbuster level for \$200.00 and be paid out to the homecoming account. Trustee Gavlick seconds. Roll call vote, all in favor, motion passed.
  6. Da-Com document management tabled to next meeting.
  7. Trustee Gavlick made a motion to approve the new start time of 7:00 pm for all of the regular board meetings. Trustee Richeson seconds. Roll call vote, all in favor, motion passed.
- E. PUBLIC GROUNDS & BUILDINGS:
1. Pavilion at the Mill Pond reinforcement tabled to next meeting.
  2. Updating lighting at the activity center tabled to the next meeting.
- F. STREETS AND LANES/MOTOR FUEL TAX:
1. Trustee Richeson says the oil & chipping of the streets is scheduled for September 24<sup>th</sup>, 2014 weather permitting.

**IV. REPORTS:**

- A. Public Works Superintendent Report-They are working on the streets to be ready for the oil & chipping. They had to repair 2 water service lines. They have also been mowing and weed eating. They are working shorthanded, Joe Bardill is only working 3 days a week due to going back to school.
- B. Village Attorney-Explained that he received the Non-homestead Property Tax Exemption Certificate regarding the Activity Center taxes. There is a refund to be issued to the Village for the last year and this year, also a partial refund for 2010.
- C. FOIA request-Nothing to report.
- D. Planning Commission- Mayor Schiefer reported that the Comprehensive Facility Maps were found today and he is still working on the committee for the planning commission.
- E. Engineer Report-Nothing to report
- F. Zoning Board-Nothing to report

**VII. OLD BUSINESS:**

**VIII. NEW BUSINESS:**

**IX. CLAIMS: \$**

- A. Trustee Gavlick made a motion to approve the claims in the amount of \$16,051.16. Trustee Richeson seconds the motion. Roll call vote, all in favor, motion carried.

- X. OPEN TO THE PUBLIC:** Norma, reporter from the Troy Times Tribune ask that the members of the board to speak up during the meetings.

- IX. CLOSED SESSION:** Trustee Richeson moved to go from open to closed session for the purpose of discussion the appointment, employment, compensation, discipline, performance or dismissal of specific employees. (5 ILCS 120/2© 1) at 8:42 pm. Trustee Gavlick made the motion to go from open to closed session. Trustee Richeson seconds. Voice vote, all ayes, motion passed.

**XI. OPEN:**

- A. Trustee Richeson made motion to go from closed to open session. Trustee Gavlick seconds. Voice call vote, all in favor, motion passed.

**XII. ADJOURNMENT:**

B. Trustee Tolbert made motion to adjourn. Trustee Gavlick seconds. Voice call vote, all in favor, motion passed.

Meeting was adjourned at 8:51 pm

The next meeting will be September 18, 2014 at 7:30 pm

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Kathy Becker, Village Clerk

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Richard Schiefer, Mayor