

**THE ACTIVITY CENTER  
108 N. Douglas  
PRESIDENT AND BOARD OF TRUSTEES  
THURSDAY, FEBRUARY 16, 2017  
REGULAR MEETING MINUTES #17-04**

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

Present	Mayor Richard Schiefer	Trustee Pattie Beil
	Village Clerk Kathy Becker	Trustee Bobby Ross
	Chief Steve Howe	Trustee Guideon Richeson
		Trustee Chris Tolbert

Absent: Trustee George Gavlick

Quorum present

Meeting called to order at 7:00 pm.

**I. APPROVAL OF MINUTES AND AGENDA**

1. Trustee Richeson made a motion to approve the Special meeting minute's 17-01 for February 7, 2017. Trustee Ross seconds the motion. Roll call vote, all in favor, motion passed.
2. Trustee Richeson made a motion to approve agenda 17-04 for February 16, 2017. Trustee Ross seconds. Roll call vote, all in favor, motion passed

**II. COMMUNICATIONS:**

1. David Michaels, County Board Member swears Stephen Howe in as the new St. Jacob Chief of Police.

**III. OPEN TO PUBLIC:**

**IV. HOMECOMING REPORT:**

**V. TREASURER REPORT:** In December our revenues exceed our expenditures in every fund but the sewer fund. This holds for the month of December and the full nine months of this fiscal year. Year-to-date revenues are \$923 thousand. Expenditures are \$745 thousand. Revenues exceed expenditures by \$177. This shows excellent fiscal responsibility on the part of our department heads and the Mayor.

We have gotten virtually all the property tax revenue we will be getting for the year. Some small amounts may come in yet but we're not going to see anything significant until June. This is no cause for concern because we have sufficient cash to keep us afloat. It does not apply to our enterprise funds since they are not dependent on property tax revenue. Their source of revenues is from user fees. It also does not apply to the General Fund since it has several other sources of revenues.

It appears that the Motor Fuel Tax Fund has a negative cash balance. But the Illinois money market, which is also MFT funds, has a large balance. If you use that to offset the other cash balance you are only about \$43 thousand negative. All the revenue has been going to the Illinois money market fund while the expenses are coming out of the regular account.

Our total cash as of December 31 is \$858 thousand.

January results of operations and our financial condition are virtually the same as those for December. Year-to-date revenues exceed expenditures by \$207 thousand.

It is important to remember that the cash balances associated with the individual funds are allocations. There is only one account from which funds are disbursed. The balance of that account as of January 31 is \$554 thousand. The village's total cash as of January 31 is \$882 thousand.

**VI. COMMITTEES:**

**A. COMMUNITY DEVELOPMENT/HEALTH:**

1. Trustee had nothing to report

**B. WATER AND SEWER:**

1. Trustee Tolbert stated that the lift station at the Meadows should be done next week. He also stated that there is a small water leak north of town that will be repaired next week.

**C. POLICE:**

1. Chief Howe reported that the last 2 weeks they made 12 traffic stops with 8 citations issued and 1 arrest.

**D. ORDINANCE AND FINANCE**

1. Trustee Gavlick was not present.

**E. PUBLIC GROUNDS & BUILDINGS:**

1. Trustee Ross reported that Bob Massa turned our application for the 2017 Sustainability Grant into the County.

**F. STREETS AND LANES/MOTOR FUEL TAX:**

1. Trustee Richeson had nothing to report.

**IV. REPORTS:**

- A. Public Works-Nothing to report.
- B. Engineer Report-Nothing to report.
- C. Village Attorney- Nothing to report.
- D. FOIA request-Nothing to report.
- E. Planning Commission-Nothing to report.
- F. Zoning Officer-Nothing to report.
- G. Building Inspector-Nothing to report

**VII. OLD BUSINESS:**

**VIII. NEW BUSINESS:**

**IX. CLAIMS:**

A. Trustee Richeson made a motion to approve the claims in the amount of \$22,055.75. Trustee Beil seconds. Roll call vote, all in favor, motion passed.

**X. OPEN TO THE PUBLIC:**

A. David Michaels introduced himself to the board as the new County Board Member. He stated that he is also on the Planning and Development, Transportation department and he would be happy to help with anything we may need and to give him a call.

**XI. ADJOURNMENT:**

A. Trustee Richeson made motion to adjourn. Trustee Ross seconds. Voice call vote, all in favor, motion passed.

Meeting was adjourned 7:21 p.m.

The next meeting will be March 2, 2017 at 7:00 pm

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Kathy Becker, Village Clerk

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Richard Schiefer, Mayor