

**VILLAGE OF ST. JACOB
213 N DOUGLAS
PRESIDENT & BOARD OF TRUSTEES
THURSDAY, JUNE 21, 2012
REGULAR MEETING #12-12**

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 Richard Schiefer
Trustee Pattie Beil
Trustee Ken Miller
Trustee Jared Reilson
Clerk Dawn Miller
Treasurer Tim Thompson
Attorney Ron Motil
Assistant Chief Maggie Hitt
Public Works Director Tim Biggins
Superintendent of Streets Donnie Cuff
Absent: Trustee Hank Robards
Trustee Jeni Zahn

II. APPROVAL OF AGENDA:

1. Trustee Miller moved to approve the agenda. Trustee Schiefer seconded the motion. Voice vote, 4 ayes, motion carried.
2. Trustee Miller moved to approve minutes. Trustee Reilson seconded the motion. Voice vote, 4 ayes, motion carried.
3. Trustee Miller moved to approve the minutes from May 3, 2012. Trustee Reilson second the motion. Roll call vote, Schiefer no, Beil no, Reilson ayes, Miller ayes. Tie Vote. Mayor Muniz broke the tie with a yes vote. Motion carried. Discussion was held regarding the wording and if there would be any changes.

III. MAYOR'S REPORT:

1. Mayor Muniz presented Jacob Sedlacek with a pride of St Jacob award for the two purple martin bird houses he installed at the Mill Pond.

IV. REPORTS AND COMMITTEES

A. FOIA OFFICER:

1. Clerk Miller reported that there was one FOIA request for copies of the recordings in Trustee Beils possession. The request was denied. Discussion was held regarding the issue of request for items from Trustees.

B. HOMECOMING:

C. ECONOMIC GROWTH: ZAHN:

D. INFORMATION TECHNOLOGIES – BEIL:

1. A report was given regarding the committee meeting that was held on June 19, 2012

E. POLICE COMMITTEE – ROBARDS :

1. A proposal for the radios will be available next meeting.

F. TREASURERS REPORT - THOMPSON:

1. Treasurer Thompson reported that there will not be a report for this meeting due to balancing issues.

G. ORDINANCE & FINANCE – MILLER:

1. Trustee Miller made a motion to approve Ordinance 12-537 establishing Assistant Chief Position and duties. Trustee Reilson second the motion. Roll call vote, all in favor, motion carried.

2. Discussion was held regarding assistant chief pay. Generally they make \$2.00 more and hour. Trustee Miller made a motion to establish Assistant Chief pay at 16:50 and hour. Retroactive to assuming duties. Trustee Reilson second the motion. Roll call vote, all in favor, motion carried.

3. Trustee Miller made a motion to approve Ordinance 12-538 regarding appropriations. Trustee Reilson second the motion. Roll call, all in favor, motion carried. Discussion was held regarding the numbers in the ordinance and different reports that the board would like to see.

H. GRANTS – SCHIEFER

1. Trustee Schiefer reported on some upcoming grant writing seminars.

I. PUBLIC WORKS – REILSON

1. Discussion was held regarding the Online Utility Billing for payments. The first payment was successful. Should be ready for next water bills.

2. Jacob Street should be formed and ready to pour more curb on Monday then moving on to Hayes Lane.

3. The 6th and napoleon project should start the first week of August. We can't do all of the work ourselves so Mike Maedge will be here to do some of it.

4. The annual CCR reports have been sent out.

J. AD HOC COMMITTEE:

1. There will be an ad ran for bids within the next week or two. We will be requesting two bids. One for general contractor and for prefab buildings. July 9 will be the pre bid meeting. Oats and associates will review everything as well as the attorney.

K. PLANNING COMMISSION:

L. ZONING BOARD:

V. OLD BUSINESS:

VI. NEW BUSINESS:

VII. CLAIMS:

Trustee Reilson moved to approve and pay the bills in the amount of \$28,229.98. Trustee Miller seconded the motion. Voice Vote, 4 ayes, motion carried.

Discussion was held regarding the ice machine and a few other bills.

VIII. OPEN TO PUBLIC:

IX. ADJOURNMENT:

1. Trustee Reilson moved to adjourn at 8:46 pm. Trustee Beil seconded the motion. Voice vote, 4 ayes, motion carried.

2. The next meeting will be July 05, 2012 at 7:30 pm.

Dawn Miller, Village Clerk

Raymond Muniz, Mayor