

**VILLAGE OF ST. JACOB
213 N DOUGLAS
PRESIDENT AND BOARD OF TRUSTEES
THURSDAY, NOVEMBER 7, 2013
REGULAR MEETING MINUTES #13-23**

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Present: Mayor Richard Schiefer
Kathy Becker, Village Clerk
Trustee Bobby Ross
Trustee Matt Muzzey
Trustee George Gavlick
Tim Biggins, Public works
Attorney Carruthers

Absent: Trustee Chris Tolbert
Trustee Pattie Beil
Trustee Jeni Zahn

Quorum present.

Meeting called to order at 7:30 pm.

I. APPROVAL OF MINUTES AND AGENDA:

- A. Trustee Ross moved to approve the minute's #13-22 for October 17, 2013. Trustee Gavlick seconds the motion. Roll call vote, 3 ayes, all in favor, motion carried.
- B. Trustee Gavlick moved to approve the agenda #13-23 for November 7, 2013. Trustee Ross seconds the motion. Mayor Schiefer wanted to add Newspapers in the classroom adding to Community Development. Roll call vote, 3 ayes all in favor, motion carried.

II. COMMUNICATIONS:

Tom Kaminski reported that Lindow Contracting donated the cost of the labor, rebar and concrete for the Pavilion at the Mill Pond. The Pavilion should be installed in about 2 to 3 weeks.

III. OPEN TO PUBLIC:

IV. COMMITTEES:

A. COMMUNITY DEVELOPING/HEALTH:

1. Trustee Gavlick reported that they have received about \$1600.00 for Christmas in the Village.
2. Mayor Schiefer stated he had attended the ADA Evaluation and Transition Plan/Illinois Accessibility Code seminar. The plan was passed in the 1990's and that the Village Hall and The Activity center is not in compliance. Also we have to make accommodations for deaf or blind individuals that would want to attend meetings.
3. Discussion ensued for employee Christmas party. Trustee Gavlick made motion to suspend the employee Christmas party this year. Trustee Muzzey seconds the motion. Roll call vote, 3 ayes, all in favor, motion passed.
4. Discussion ensued to sponsor newspaper in the classroom. Trustee Gavlick made motion to sponsor 1 classroom newspaper at \$103.50. Trustee Muzzey seconds. Roll call vote, all in favor, motion passed.

B. WATER AND SEWER:

1. Discussion ensued for sensor valve for the water tower. Review of bids Tim has received, Vandeventer's bid is \$3598.00 & Hydro Kinetics is \$3813.40 Trustee Gavlick made motion to

purchase sensor valve with Vandeventer at \$3598.00 and the additional 3 year monitoring at \$696.00. Trustee Muzzey seconds. Roll call vote, all in favor, motion passed.

2. Replacement/repair of water tower was tabled. An engineer with Juneau & Assoc. will attend the next board meeting.
3. Tim Biggins stated that the city workers have the concrete work done for the new aeration system. ADS is still waiting for parts to come in. The project should start at end of month.
4. Tim Biggins stated that the air pump should be in next week.

C. POLICE:

1. Discussion to hire part time police officer moved to closed session.

D. ORDINANCE AND FINANCE:

1. Proposed Ordinance for authorizing golf carts ensued. Trustee Gavlick made motion to table proposed Ordinance to authorize golf carts until after the first of the year. Trustee Ross seconds. Roll call vote, all in favor, motion passed.
2. Discussion on forensic audit ensued and will have to wait until the regular audit is finished.
3. Discussion ensued for back-up service. Trustee Gavlick makes motion to table the back-up service until a meeting in December. Trustee Ross seconds. Roll call vote, all in favor, motion passed.
4. Discussion ensued on employee yearly raises and Christmas bonuses. Trustee Gavlick made motion to table employee yearly raises and Christmas bonuses until next meeting. Trustee Muzzey seconds. Roll call vote, all in favor, motion passed.
5. Discussion to renew CD #8377. Trustee Muzzey made motion not to renew CD #8377 and cash in for \$3,000.00. Trustee Gavlick seconds. Roll call vote, all in favor, motion passed.
6. Discussion on Illinois Funds accounts ensued. Trustee Gavlick made motion to close fund for \$.39, \$.05, \$2.58, \$.37 and \$.36 and transfer into the general fund. Trustee Ross seconds. Roll call vote, all in favor, motion passed.
7. Discussion ensued to the options for renewal of Illinois Municipal League Risk Management Association premiums. Trustee Gavlick made motion to do option 1 for \$28, 010.44 that would save 1.5%. Trustee Ross seconds. Roll call vote, all in favor, motion passed.

E. PUBLIC GROUNDS & BUILDINGS:

1. No updates on fire alarm system. Trustee Gavlick made motion to table until next November meeting. Trustee Ross seconds. Roll call vote, all in favor, motion passed.
2. No update on microphones. Trustee Gavlick made motion to table to next November meeting. Trustee Ross seconds. Roll call vote, all in favor, motion passed.
3. Trustee Gavlick made motion to send a thank you letter to Lindow Contracting for donating the concrete, rebar and labor for the Mill pond pavilion. Trustee Ross seconds. Roll call vote, all in favor, motion passed.

F. STREETS AND LANES/MOTOR FUEL TAX:

1. Nothing new on street signage.
2. Tim stated that he has the bid from Maedge to do the concrete for wall, matting and rip rap for Napoleon & 6th street at \$1,735.00. Trustee Gavlick made motion for the bid of \$1,735.00 to have Maedge finish the repairs. Trustee Muzzey seconds. Roll call vote, all in favor, motion passed
3. Tim stated that there are 60 signs that are bad, 30 signs are unreadable. He has a bid from Red, White and Blue for around \$3,000.00 to replace all 60 signs. The signs have to be reflective. Tim will have the sign guy come over next week. No action taken.
4. Mayor Schiefer stated he attended Governor Quinn meeting and St. Jacob will be receiving \$4,700 before the end of year and be directly deposited in the MFT fund account.
5. Discussion ensued on the old tractor. Tim stated he has a guy that wants to buy it for \$1,000.00. The repair costs would be approximately \$6,000.00, a new tractor start at \$14,000 to \$26,000. Tim to get pricing on used tractors.

V. REPORTS:

- A. Public Works Superintendent Report- Ditch work is still being done, poured sidewalk on 4th & Napoleon. Christmas tree was picked up and painted green, will have to purchase lights for it, Tim suggested LED's and it will be put up the week of Thanksgiving. The city workers have the trucks and equipment ready for the winter weather. A trucking company tore up the road on Jacob Street. Maedge's bid to repair is \$685.00, Tim contacted the trucking company and they will file a claim.
- B. Engineer's report-Nothing to report.
- C. Village Attorney-Attorney Carruthers that we purchased the lot across street was purchased January 2006 for \$31,000.00 and the previous owner had purchased it January 2004 for \$12,000.00. Bryan Ewing with the State Police had call the attorney and stated that our ordinance prohibits any gambling where they liquor is sold. The Tow Bar has applied for Video gaming. Attorney Carruthers has put some polices and suggest together for revising the employee handbook.
- D. FOIA request—nothing to report.
- E. Homecoming-The ordinance increasing the committee from 5 to 9 discussed. Trustee Gavlick made motion for ordinance #541 from 5 to 9 members. Trustee Muzzey seconds. Roll call vote, all in favor, motion passed.
- F. Planning commission-Discussion to amend ordinance for regarding Planning Commission. Trustee Gavlick made motion to for Ordinance #542 regarding amending the ordinance. Trustee Muzzey seconds. Roll call vote, all in favor, motion passed.
- G. Zoning Board-nothing to report.

VI. OLD BUSINESS:

VII. NEW BUSINESS:

VIII. CLAIMS: \$29,528.98

- A. Trustee Gavlick made a motion to approve the claims in the amount of \$29,528.98. Trustee Muzzey seconds the motion. Roll call vote, all in favor, motion carried.

IX. OPEN TO PUBLIC:

- A. Tom Kaminski thanked the board for the motion to send thank you letter to Lindow Contracting for the donation for the Mill Pond.
- B. Robert Evans stated we should look at refinancing the loans with the high interest rates.
- C. Stacy Evans questioned where the Trustee that has missed 3 meetings in a row has been at.
- D. Rick Ritter stated he thought the Ordinance changing the Planning commission was a good choice.

X. CLOSED SESSION:

- A. Trustee Ross moved to go from open to closed session to discuss personnel (5ILCS 120/2(c) (1) at 9:25 pm. Trustee Gavlick seconds the motion. Roll call vote, all in favor, motion carried.

XI. OPEN SESSION:

- A. Trustee Gavlick made a motion to go from closed to open session at 10:20 p.m. Trustee Ross second the motion. Roll call vote, all in favor, motion carried.
- B. Discussion ensued about video gaming and should be put on the ballot, if so it has to be put on no later than December.

XI. ADJOURNMENT:

- A. Trustee Ross made motion to adjourn. Trustee Gavlick seconds. Roll call vote, all in favor, motion passed.

Meeting was adjourned at 10:25 pm
 The next meeting will be November 21, 2013 at 7:30 pm

Kathy Becker, Village Clerk

Richard Schiefer, Mayor

