

VILLAGE OF ST. JACOB
213 N. Douglas
PRESIDENT AND BOARD OF TRUSTEES
THURSDAY, JUNE 5, 2014
REGULAR MEETING MINUTES #14-11

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Present	Mayor Richard Schiefer	Trustee George Gavlick
	Utility Billing Clerk Carla Zobrist	Trustee Chris Tolbert
	Superintendent Shawn Fohne	Trustee Bobby Ross
	Treasurer Stephanie Rehg	Trustee Guideon Richeson
	Trustee Pattie Beil	Captain Jeff Souders
Absent:	Trustee Jeni Zahn	Village Clerk Kathy Becker

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 #14-10 for May 15, 2014. Trustee Beil seconds the motion. Roll call vote, all in favor, motion carried.
- B. Corrections to the Approval of Agenda from #14-09 to #14-11 and to add the Ordinance # 2014-551 to Prevailing wage. Trustee Ross moved to approve the agenda #14-11 for June 5, 2014. Trustee Richeson seconds the motion. Roll call vote, all in favor, motion carried.

II. COMMUNICATIONS: Mayor Schiefer announced the upcoming meeting regarding the Upper Silver Creek Watershed Plan on June 17, 2014 at 3:00 p.m.

III. OPEN TO PUBLIC: Richard Schmidt addressed the board regarding the 7th Annual Jakey in June. They have 32 teams registered, which is their max, and have a waiting list started for 2015. Public works employees have helped a lot in the setting up of Jakey in June. All profits are used for civic projects. So far, they have put \$19,000.00 back into the community. Their upcoming project is to fund an electric marquee sign for the St. Jacob Elementary School. The cost of this project is more than \$11,000. St. Jacob can be proud of this event and they hope to continue presenting Jakey in June for years to come.

IV. HOMECOMING REPORT: Chairman Dawn Ross reported the raffle tickets are available to sell and the proceeds can be turned in to Carla at the village hall. The beer distributors have donated a cooler and a patio umbrella, which will be raffled off at the homecoming. Nomination forms are available to nominate the grand marshal for the 2014 St. Jacob Homecoming Parade. The deadline is July 1, 2014. The American Legion will be operating the Big Wheel, having bought a 2 year license for \$400. Lola Missey will clean the Activity Center and Guy Boyd will clean the floors the week after the homecoming. The Activity Center will need to be up and running for the Saturday after the Homecoming because a bridal shower is scheduled for that day. Captain Jeff Souders has arranged for local inmates to help with set up on Wed./Thur./Fri. and for the cleanup the following Mon./Tues. She said they are still in need of volunteers to help the Lions with Bingo and to sell ride and beer tickets. The Bags Tournament will start to be advertised soon. Pre-registration will be \$30.00 per team and they will receive a koozie. It will cost \$40.00 per team, after the deadline of pre-registration, that date still to be determined. They will have beer for sale on the property where the bags tournament is taking place. The next Homecoming meeting is set for June 11, 2014 at 6:30 p.m. and if anyone has any questions or suggestions, don't hesitate to contact Dawn or a committee member. Mayor Schiefer said he talked to Ed regarding the sign to be hung above the street by the Village Hall. He stated that he would be here tomorrow, Friday, at 8:30 a.m.

V. TREASURER REPORT: Treasurer Stephanie Rehg stated she would like to have a special meeting, prior to the next regular meeting, so everyone can go over the appropriation figures, line by line. This has to be filed with the County by June 30, 2014. A Special Meeting was set for June 11, 2014 at 6:00 p.m. at the Activity Center.

VI. REPORTS:

- A. Engineers Report: Charlie Juneau presented information regarding a Madison County Block Grant to reline the sewer infrastructure in some parts of the village. Charlie said at least 51% of the residents have to be considered low income to qualify for the grant. If you have 60% of the area low income and if you have not had a project in a long time you will earn extra points and the grant is based on points. The cost is between \$35.00 and \$50.00 a foot. He said we need to get income surveys in as soon as possible to get things started. Mayor Schiefer stated he and Carla will get a list of names together and forward them to Charlie. Charlie then reported any Facility Plan submitted to the IEPA regarding a new water tower will have to be re-submitted because the last one was over five years old. Trustee Beil asked about underground water storage. Charlie said both underground and above ground storage have different pros and cons and he would look into both. He did point out that a tower would cost approximately a quarter of a million dollars to paint and approx. \$32,000 a year to maintain. The board needs to take a look over a 30 year plan to see which facility would be more cost effective. He stressed that for the IEPA loan approval for this project, all information has to be submitted before September 30th of each calendar year that funding is available. Also, in order to start this process we would first need to have an ADA Transition Plan in place to be eligible for any Federal or State Grants. Charlie then offered an Engineering Agreement, for the Board's consideration, to develop an ADA Transition Plan for \$4,500.00. If a plan is not in place prior to the application, the block grant will be thrown out automatically.

VII. COMMITTEES:

A. COMMUNITY DEVELOPMENT/HEALTH:

1. Trustee Gavlick stated that Charlie Juneau went over everything already and that he thinks Juneau's plan is a good deal.

B. WATER AND SEWER:

1. Charlie went over most everything.
2. Shawn reports that he met with Bud Bridgewater and went over some paperwork and information on how to maintain the sand filters. He is pleased on how everything is running and was glad that the sewers were being jetted.
3. Trustee Ross asked Shawn how the lagoons were looking with the heat. Shawn stated that there was not a smell and that they are clear. He stated there were some occasional green color, but it cleared up rather fast.
4. Shawn and Bobby to meet up to look at the man hole. Shawn to get bids.
5. Jetting the sewer lines looks like it cost more than we expected and it was suggested we get bids in the future. Trustee Gavlick then recommended looking into getting a contract with them to help with the price on a yearly basis.

C. POLICE:

1. No update regarding the Cameras for the sewer plant and equipment shed.
2. Captain Souders reports that they are ready for Jakey in June this weekend. He also states that the town has been pretty quiet otherwise.

D. ORDINANCE AND FINANCE:

1. Forensic audit to be discussed in closed session.
2. Trustee Gavlick is going to check with Trustee Zahn, who is absent tonight on the status of the handbook and whether or not Attorney Carruthers has it to look over.
3. Prevailing Wage 2014-551 Ordinance. Trustee Gavlick made motion to approve and Trustee Tolbert seconds the motion. Roll call vote, all in favor, motion carried.
4. Royal Publishing-Not going to do.

E. PUBLIC GROUNDS & BUILDINGS:

1. Trustee Tolbert stated he has not talked to Zobrist Signs as of yet regarding the Mill Pond Pavilion Policy. He will get in touch with him regarding the 2 additions on the sign. Mayor Schiefer reports that he spoke to Thole Fabrications and they will be stopping in when they are in the area to see what we can do to help reinforce the Mill Pond Pavilion.

F. STREETS AND LANES/MOTOR FUEL TAX:

1. Trustee Richeson says the street sign grant is still ongoing.
2. Trustee Richeson and Shawn are going to get together to work on the MFT 2014 report on Monday and Tuesday so that they can have it to Mayor Schiefer on Wednesday.

3. Trustee Richeson reports that since we are a municipality we do not qualify for 0% financing regarding the purchase of a Kubota tractor as was previously stated at the May 15 meeting. Trustee Ross suggested we pay for it out right to eliminate interest. Stephanie stated we could do that and then just fit it in the budget. Trustee Richeson motions to amend the \$21,300.00 and move forward with the new price of \$22,465.00 cash to purchase it from Bluff Equipment, INC. Trustee Ross seconds the motion. Roll call vote, all in favor, motion carried.
4. The back hoe we currently own has 3 annual payments approx. \$8,200.00 and the 4th payment is a balloon payment of \$75,000.00 which is to be paid in November 2016. Trustee Richeson states that Adam with Fabick will have better options for us by our next meeting.
5. Oil and Chip will be discussed with the MFT funds.

IV. REPORTS:

- A. Public Works Superintendent Report- Shawn reports that they helped with the Jakey in June event and they have been working on Lake Road. Parker is off for 2 weeks, which was approved before his hiring by Major Schiefer. Trustee Richeson acknowledged Shawn and the village employees on getting many projects done in a timely matter.
- B. Village Attorney-Nothing to report
- C. FOIA request-Nothing to report.
- D. Planning Commission- Mayor Schiefer reports that he has had a couple people that have committed to serving on the Commission. Trustee Beil requested a copy of the commissioner's duties be provided to the board members in order to let people know what the duties are when serving on the commission.
- E. Zoning Board-Nothing to report

VIII. OLD BUSINESS: Keith has sent letters out to a couple residents regarding repairs and cleanup to their properties.

IX. NEW BUSINESS: Trustee Beil states that a neighbor put up a pool and has no fence. Keith to be notified to make him aware of violation 40-7-9.

X. CLAIMS: \$42,696.08

- A. Trustee Ross made a motion to approve the claims in the amount of \$42,696.08. Trustee Richeson seconds the motion. Roll call vote, all in favor, motion carried.

XI. OPEN TO THE PUBLIC:

XII. CLOSED SESSION: Trustee Ross moved to go to from open to closed session to discuss internal control weaknesses or to review and audit can be found at 5 ILCS 120/2(c)(29) and pending litigation at 9:19 p.m. Trustee Richeson seconds the motion. Roll call vote, all in favor, motion carried.

XIII. OPEN:

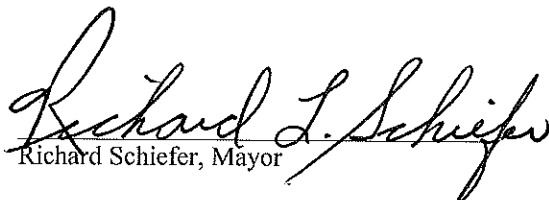
- A. Trustee Ross made motion to adjourn. Trustee Richeson seconds. Voice call vote, all in favor, motion passed.

XIV. ADJOURNMENT:

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

Meeting was adjourned at 10:06 pm
The next meeting will be June 19, 2014 at 7:30 pm
Special meeting will be June 11, 2014 at 6:00 pm


Carla Zobrist, Utility Billing Clerk


Richard Schiefer, Mayor