

**VILLAGE OF ST. JACOB
213 N DOUGLAS
PRESIDENT AND BOARD OF TRUSTEES
THURSDAY, SEPTEMBER 5, 2013
REGULAR MEETING MINUTES #13-19**

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Present: Mayor Richard Schiefer
Kathy Becker, Village Clerk
Trustee Bobby Ross
Trustee Pattie Beil
Trustee Matt Muzzey
Trustee Jeni Zahn
Trustee George Gavlick
Trustee Chris Tolbert
Public Works Director Tim Biggins
Officer Jeff Souders

Quorum present.

Meeting called to order at 7:30 pm.

I. APPROVAL OF MINUTES AND AGENDA:

- A. Trustee Beil moved to approve the minutes #13-18. Trustee Zahn seconds the motion. Voice vote, all in favor, motion carried.
- B. Trustee Ross moved to approve the minutes #13-02 Special meeting. Trustee Zahn seconds the motion. Voice vote, all in favor, motion carried.
- C. Trustee Ross moved to approve the agenda #13-19. Trustee Tolbert seconds the motion. Voice vote, all in favor, motion carried.

II. COMMUNICATIONS:

- A. Mandy Beedie of IMRF reported that the Village has been delinquent with reporting wages and making payments in the past. Due to this lack of cooperation, the Village has late fees and interest charges that totaled approximately \$2,800 since 2009. She stated that she e-mailed and called the previous clerk and mayor many times and also met with the previous mayor and a board member regarding this issue. She stated the village has been late on regular basis. She gave the board a list of the penalties and interest since 2009. Recently Mandy visited the Village Hall to for training to help the Clerk catch up on all reports and make all the payments and pay the penalties that were due. We are up to date on payments now. She also reported that there are police officers enrolled in the retirement fund that do not qualify because they do not work at least 1,000 hours per year. These employees will be refunded their share of the payments and the Village's refund will go into the reserve account for the Village. The employees will have to pay the state and federal income taxes on their refund.
- B. Richard Schmidt gave a financial report from Jakey in June BBQ. Since the Jakey in June event started, they have given back \$19,000 back to the community. This year they made a profit of \$3,800. They are starting to plan for 2014's event. A copy of the financial report for 2013 is attached to these minutes.
- C. Bruce Smith of C.B. Smith Company reported that the sewer smell problem is caused from the system's aeration system that needs to be replaced. It cannot be repaired, only replaced. The system usually lasts about 20 years and the last system was installed in 1979. Our system is way past its life expectancy. The pumps are in good shape. C.B. Smith Company will install the aeration system and it is warranted for 5 years. The costs will about \$68,000. The company can start approximately 2 weeks after contracted and will take 5 days to complete. Trustee Ross stated that the village also smells the odor, not just Jessica Drive, and that this issue needs to be addressed immediately. Mayor Schiefer stated that he just received the report of C.B. Smith and Bruce Smith a couple of weeks ago from Tim. Mayor Schiefer has talked with our attorney about this problem. He has told us we can waive the bid procedure because it is an emergency and then we can vote on this tonight. The board agreed to waive competitive bidding. Bruce stated that

this system is a better design and the materials have improved since 1979. It should last more than 20 years. Mayor Schiefer stated there are several options for financing through the company if we need it. Bobby Ross said the estimate is \$68,000 but if there are problems when installing it, there may be additional costs. Mayor Schiefer stated our village employees will need to do some preliminary work before the company will start. Trustee Ross made a motion to waive competitive bidding for the new aeration system. Trustee Zahn seconds. Roll call, all in favor. Motion passed. Trustee Ross made a motion to sign a contract with C.B. Smith Company for a new aeration system. Trustee Zahn seconds. Roll call, all in favor. Motion passed.

III. OPEN TO PUBLIC:

A. Citizens from Jessica Drive stated their concerns on the odor from the Sewer plant and asked what is going to be done about it. Don Argus stated the system is bad and this administration was not the problem. One resident said that early in the morning is when the smell is the worst. Tim Biggins said it has to be resolved. Another resident asked if our sewer bill will change because of this project. Mayor Schiefer stated that no it will not change.

IV. COMMITTEES:

A. COMMUNITY DEVELOPING/HEALTH:

1. Trustee Galvick stated nothing to report on the Christmas kickoff.
2. No report from Tim on the new Christmas tree.

B. WATER AND SEWER:

1. Tim Biggins stated there is no report on cost of the sensor valve for the water tower.
2. Tim Biggins reported that the jetting on sewer lines was finished. There are a few issues. The problem area has not been resolved.
3. Mayor Schiefer reported that drainage claims have been turned into our insurance company.

C. POLICE:

1. Nothing reported. Trustee Beil stated school was in to please drive safely. She is still waiting for the police schedule for September.

D. ORDINANCE AND FINANCE:

1. Discussion on the change of the copier will be tabled to closer date of the contract renewal.
2. We are gathering all the ordinances from 2007 so they can be updated. The ordinances will be sent to the Illinois Codification Services. Newly mandated Illinois ordinances will need to be addressed.

E. PUBLIC GROUNDS

1. Swing City wants \$65 to come out and give an estimate for microphone systems. Their approximate cost is about \$3,000. Trustee Zahn states the bid from Guitar Center was \$1,200. She will schedule Guitar Center to come out to give estimates.
2. Shed Grant money received in amount of \$75,000.00
3. IML Risk Management insurance renewal with updated inventories was sent to IMLRA.
4. Thanks to Tom Kaminski and Russell Loomis who stained the Mill Plan Park gazebo.
5. The new battery for the tornado warning siren will arrive September 6, 2013.

F. STREETS AND LANES/MOTOR FUEL TAX:

1. Discussion to approve Resolution for Maintenance of Streets and Highways. Trustee Muzzey made motion to approve and to stay under \$20,000 to avoid having to get bids and save time. List of streets attached to these minutes. Trustee Beil seconds. Roll call, all in favor. Motion passed.
2. Tim reported that ditch bucket blade has arrived and been used and it works well.
3. Tim Biggins stated that the rif rap and header is the only items left to do on Napoleon & 6th St. project. The sidewalk has been done previously.

V. REPORTS:

- A. Public Works Superintendent Report-Residents wanted grass cut on village property in certain areas. We need to decide what to do with the John Deere tractor. Trustee Ross makes motion to contract out the last mowing for this year and then decide about the tractor during the winter. Trustee Zahn seconds. Roll call, all in favor. Motion passed.
- B. Engineer's report-Nothing to report.
- C. Village Attorney-Nothing to report. Attorney not present.
- D. No FOIA requests to report.
- E. Homecoming-Still working on information for report. Homecoming book has not been returned to the village.

- F. Planning commission—nothing to report
- G. Zoning Board-Ellis Road Hearing –Nothing to report.

VI. OLD BUSINESS:

- A. Discussion of website pictures of the Trustees. Trustee Muzzey reported he will take them next meeting at 7:00 p.m., September 19, 2013.
- B. Anderson Cemetery Association request for donations to be removed from agenda.

VII. NEW BUSINESS:

- A. A Lowe's representative will be attending the next board meeting.
- B. Trustee Beil made motion for Proclamation of Mayor Schiefer designating the week of September 17-23, 2013 as Constitution Week. Proclamation signed by Mayor and Clerk. Trustee Ross seconds. Roll call vote, all in favor, motion passed.

VIII. CLAIMS:

- A. Trustee Ross made a motion to approve the claims in the amount of \$37,274.58. Trustee Zahn seconds the motion. Roll call vote, all in favor, motion carried.
- B. Trustee Ross made a motion to approve the amended claims in the amount of \$16,846.74 from claims for August 16, 2013. Trustee Zahn seconds. Roll call vote, all in favor, motion passed.

IX. OPEN TO PUBLIC:

- A. Debra Tate stated that Jessica St. has never been oiled and chipped. Tim Biggins stated that there are no plans for that this year.
- B. Mike Muniz said that the village has held his checks to pay on his water bill. The old board refused to give him a hearing. He has approached the board to settle bill. He stated he paid for all water. Mike Muniz questioned if the Mayor is covered under the Village's insurance when he is using the Village equipment. He also asked if maintenance was done on this equipment.

X. ADJOURNMENT:

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

Meeting was adjourned at 8:58 pm

The next meeting will be September 19, 2013 at 7:30 pm

Kathy Becker, Village Clerk

Richard Schiefer, Mayor