

**VILLAGE PRESIDENT**  
Seth Speiser

**VILLAGE CLERK**  
Jerry Menard

**VILLAGE TRUSTEES**  
Mathew Trout  
Dean Pruet  
Elizabeth Niebruegge  
Lisa Meehling  
Ray Matchett, Jr.  
Mike Blaies

# VILLAGE OF FREEBURG

**FREEBURG MUNICIPAL CENTER**  
14 SOUTHGATE CENTER, FREEBURG, IL 62243  
PHONE: (618) 539-5545 • FAX: (618) 539-5590  
Web Site: www.freeburg.com

October 26, 2015

**VILLAGE ADMINISTRATOR**  
Tony Funderburg

**VILLAGE TREASURER**  
Bryan A. Vogel

**PUBLIC WORKS DIRECTOR**  
John Tolan

**POLICE CHIEF**  
Stanley Donald

**VILLAGE ATTORNEY**  
Weilmuenster Law Group, P.C

**NOTICE**  
**MEETING OF PERSONNEL & PUBLIC SAFETY COMMITTEE**  
**(Personnel/Police/ESDA/Fire)**  
**(Trout/Blaies/Meehling/Pruett)**

A Personnel and Public Safety Committee Meeting of the Village of Freeburg will be held at the Municipal Center, Executive Board Room, **Wednesday, October 28, 2015, at 6:30 p.m.**

## PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING

### POLICE COMMITTEE

- A. Old Business
  - 1. In-Car Computer
- B. New Business
  - 1. No parking on Cemetery Road by Football Fields
  - 2. Stop Sign S. Potter

### PERSONNEL COMMITTEE:

- A. Old Business
  - 1. Approval of September 30, 2015 Minutes
  - 2. Job Descriptions/Handbook
- B. New Business
- C. General Concerns
- D. Public Participation
- E. Adjourn

At said Personnel Meeting, the Village Trustees may vote on whether or not to hold an Executive Session to discuss the selection of a person to fill a public office [5 ILCS, 120/2 – (c) (3)], litigation [5 ILCS, 120/2 - (c)(11)] personnel [5 ILCS, 120/2 – (c)(1)]; real estate transactions [5 ILCS, 120/2 - (c)(5)], collective negotiating matters between the public body and its employees or their representatives [5 ILCS 120/2 (C)(2) or discussion of executive session minutes, 5 ILCS, 120/2-(c)(21)]



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## PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING (Trout/Blaies/Meehling/Pruett) Wednesday, September 30, 2015 at 6:30 p.m.

Chairperson Matt Trout called the meeting of the Personnel and Public Safety Committee to order on Wednesday, September 30, 2015 at 6:30 p.m. Those present were Chairman Matt Trout, Trustee Mike Blaies, Trustee Lisa Meehling, Trustee Dean Pruett, Mayor Seth Speiser, Trustee Elizabeth Niebruegge, Trustee Dean Pruett, Village Clerk Jerry Menard, Chief Stan Donald, Public Works Director John Tolan, Village Administrator Tony Funderburg and Office Manager Julie Polson. Guest present: Janet Baechle.

### **POLICE:**

#### **OLD BUSINESS:**

1. In car Computer: Administrator Funderburg said we have a special router and part of it is in. He will contact Linda to ensure this is finished shortly.

#### **B. NEW BUSINESS:**

1. Officer's Request to be paid for unused vacation – possible executive session to discuss personnel, 5 ILCS, 120/2-(c)(1): Executive Session not required. Officer Schutzenhofer has requested to be paid for forty hours of unused vacation.

*Trustee Dean Pruett motioned to recommend to the Full Board Officer Mike Schutzenhofer be paid for 40 hours of unused vacation and Trustee Mike Blaies seconded the motion. All voting yea, the motion carried.*

Village Clerk Jerry Menard asked Chief Donald if our officers can say anything to walkers that don't have reflective clothing or flashers. Stan said there is no state law that walkers are required to wear reflectors. Chief Donald left the meeting.

### **PERSONNEL:**

#### **A. OLD BUSINESS:**

1. Approval of August 26, 2015 Minutes: Trustee Lisa Meehling motioned to approve the August 26, 2015 Minutes and Trustee Mike Blaies seconded the motion. All voting yea, the motion carried.
2. Job Descriptions/Handbook: Administrator Funderburg advised the handbook was provided to everyone this afternoon. He would like for everyone to take a couple weeks to review it and email him with any changes. We will then have Attorney Manion review it and send it back to us for a final review. Tony advised for our union employees, the union contract comes first, if something is not addressed in the contract, then it goes to the code, then to the handbook. This handbook will benefit the village.

**B. NEW BUSINESS:**

1. Executive Session to Discuss Personnel, 5 ILCS, 120-2(c)(1):

**EXECUTIVE SESSION**

**6:43 P.M.**

*Trustee Dean Pruett motioned to enter into Executive Session citing personnel, 5 ILCS 120/2 – (C)(1) and Trustee Mike Blaies seconded the motion. All voting yea, the motion carried.*

**EXECUTIVE SESSION ENDED**

**6:51 P.M.**

*Trustee Dean Pruett motioned to reconvene the committee meeting at 6:52 p.m. and Trustee Lisa Meehling seconded the motion. All voting yea, the motion carried.*

*Trustee Dean Pruett motioned to recommend to the full Board to hire Ian Weber and Bob Huelsman and rehire Jason Zipfel for the part-time public works positions and Trustee Mike Blaies seconded the motion. All voting yea, the motion carried.*

**C. GENERAL CONCERNS:** None.

**D. PUBLIC PARTICIPATION:** None.

**E. ADJOURN:** *Trustee Dean Pruett motioned to adjourn at 6:53 p.m. and Trustee Lisa Meehling seconded the motion. All voting yea, the motion carried.*



Julie Polson  
Office Manager