

**VILLAGE PRESIDENT**  
Seth Speiser

**VILLAGE CLERK**  
Jerry Menard

**VILLAGE TRUSTEES**  
Mathew Trout  
Dean Pruett  
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

**VILLAGE ADMINISTRATOR**  
Tony Funderburg

**VILLAGE TREASURER**  
Bryan A. Vogel

**PUBLIC WORKS DIRECTOR**  
John Tolan

**POLICE CHIEF**  
Stanley Donald

**VILLAGE ATTORNEY**  
Weilmuenster & Keck, P.C.

January 4, 2016

**NOTICE**  
**MEETING OF THE PUBLIC PROPERTY COMMITTEE**  
**(Streets/Municipal Center/Pool/Parks & Recreation)**  
**(Niebruegge/Matchett/Meehling/Trout)**

A Public Property Committee Meeting of the Village of Freeburg will be held at the Municipal Center, Executive Board Room, on **Wednesday, January 6, 2016 at 6:30 p.m.**

**PUBLIC PROPERTY COMMITTEE MEETING AGENDA**

**SWIMMING POOL:**

- A. Old Business
  - 1. Pool/Storm Shelter/St. Clair County Parks Grant
- B. New Business

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- A. Old Business
  - 1. Approval of December 16, 2015 Minutes
  - 2. Safe Routes to School
  - 3. MFT/Ditch on N. Main
  - 4. Drainage Problem Areas/Southgate Drive
  - 5. Community Compost Area/Leaf Program
  - 6. Stormwater Run-Off/Drainage issues
  - 7. E. Apple Issues
  - 8. Honor Tree Program

- B. New Business
- C. General Concerns
- D. Public Participation
- E. Adjourn

At said Public Property Committee Meeting, the Village Trustees may vote on whether or not to hold an Executive Session to discuss potential litigation [5 ILCS, 120/2 - (c)(11)]; the selection of a person to fill a public office [5 ILCS, 120/2 - (c) (3)]; personnel [5 ILCS, 120/2 - (c) (1)]; or real estate transactions [5 ILCS, 120/2-(c)(5)].

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Web Site: [www.freeburg.com](http://www.freeburg.com)  
Public Property Committee Meeting  
Streets/Municipal Center/Pool/Parks & Recreation  
(Niebruegge/Matchett/Meehling/Trout)  
Wednesday, December 16, 2015 at 6:30 p.m.

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

The meeting of the Public Property Committee was called to order at 6:30 p.m. on Wednesday, December 16, 2015, in the Municipal Center. Trustee Elizabeth Niebruegge, Trustee Ray Matchett, Trustee Lisa Meehling, Trustee Matt Trout, Mayor Seth Speiser, Village Clerk Jerry Menard, Trustee Mike Blaies, Trustee Dean Pruettt, Public Works Director John Tolan, Village Administrator Tony Funderburg and Office Manager Julie Polson.

## POOL: A. OLD BUSINESS:

1. Pool/Storm Shelter/St. Clair County Parks Grant: Administrator Funderburg advised we have talked to the bidders, and some willing to keep the original bid price. Tony recommends going with LRB Construction. He confirmed we need this done before the end of the budget. Mayor Speiser recommended them.

*Trustee Matt Trout motioned to recommend to the full Board LRB Construction's Bid for the pool shelter not to exceed \$36,961 by 2/3's vote and Trustee Lisa Meehling seconded the motion. All voting yea, the motion carried.*

## B. NEW BUSINESS:

1. St. John the Baptist Donation Request: *Trustee Matt Trout motioned to approve one 10-day pass to St. John the Baptist and also one 10-day pass to Smithton Athletic Association and Trustee Lisa Meehling seconded the motion. All voting yea, the motion carried.*
2. Smithton Athletic Association Donation Request: See above.

Julie has sent out the letters to the lifeguards to see who would like to come back next year.

## STREETS: A. OLD BUSINESS:

1. Approval of November 4, 2015 Minutes: *Trustee Ray Matchett motioned to approve the November 4, 2015 minutes and Trustee Matt Trout seconded the motion. All voting yea, the motion carried.*
2. Safe Routes to School: Tony said there are a couple little things to do across the street. The other SRTS project is an ongoing process, it is just taking a while. He advised there might be a gap by the sidewalk and railroad.

*Trustee Matt Trout motioned to recommend to the full Board Rhutasel & Associates Pay Request #1 in the amount of \$19,741.16 for approval and Trustee Lisa Meehling seconded the motion. All voting aye, the motion carried.*

3. MFT/Ditch on N. Main: John advised Rhutasel was out last week and today surveying on N. Main, so we are moving forward on that.

4. Drainage Problem Areas/Southgate Drive/Countryside Lane: John is happy to announce we can take Countryside Lane off the agenda. He thought the project went very well. He was out there during the 3-inch rain and everything flowed very well. John complimented Stutz Contracting on the job well done.
5. Shady Lane Dispute: Tony said the only part that really mattered is done. There is nothing we can do until the land is figured out. Our issue is done so this can be taken off the agenda.
6. Community Compost Area/Leaf Program: John advised the leaf program going very well and we will make a sweep at the end of December. Next year we are going to combine quadrants 3 and 4 which will shorten the time in between pickups. He stated we are having some issues with leaf machines breaking down. Tony stated we are going to try and look at other options with Waste Management.
7. Stormwater Run-Off/Drainage Issues: Discussed later on.
8. E. Apple Issues: John reiterated this is a major project. Tony believes at some point we need to work on E. Apple, but there isn't anything we can do right now.

John advised the grade school sidewalk project is done and thinks it turned out really well. We did the labor and they paid for the concrete.

**B. NEW BUSINESS:**

1. Executive Session to Discuss Personnel, 5 ILCS 120/2-(c)(1); potential litigation, 5 ILCS, 120/2-(c)(11) and real estate, 5 ILCS, 120/2-(c)(5):

**EXECUTIVE SESSION**

**6:42 P.M.**

*Trustee Lisa Meehling motioned to enter into Executive Session citing personnel 5 ILCS 120/2 - (c)(1); potential litigation, 5 ILCS, 120/2-(c)(11); and real estate, 5 ILCS, 120/2-(c)(5); and Trustee Matt Trout seconded the motion. All voting aye, the motion carried.*

**EXECUTIVE SESSION ENDED**

**6:57 P.M.**

*Trustee Matt Trout motioned to end Executive Session at 6:57 p.m. and Trustee Lisa Meehling seconded the motion. All voting aye, the motion carried. Trustee Matt Trout motioned to reconvene the regular session at 6:57 p.m. and Trustee Lisa Meehling seconded the motion. All voting aye, the motion carried.*

2. Honor Tree Program: Tony receives requests for trees to be planted in the park, and said we need a board decision. We have to have all the control with respect to what type of tree and where to put it. We could expand it to a memorial bench if there is no place for a tree. John said it's good to have a structured program.

**C. GENERAL CONCERNS:** None.

**D. PUBLIC PARTICIPATION:** None.

**E. ADJOURN:** *Trustee Matt Trout motioned to adjourn the meeting at 7:03 p.m. and Trustee Lisa Meehling seconded the motion. All voting yea, the motion carried.*

Julie Polson  
Office Manager



**COST PLUS FIXED FEE  
INVOICE**

Date: 12/08/15 Invoice No. 2  
Work Order No. \_\_\_\_\_

To: Village of Freeburg  
14 Southgate Center  
Freeburg, IL 62243

From: Rhutasel and Associates, Inc.  
Firm Address: Rhutasel and Associates, Inc.  
P.O. Box 97  
Freeburg, IL 62243

PTB / Item #	_____	Project	<u>SRTS-4009(339)</u>	Consultant's Job Number  42115
Route	<u>West Apple St</u>	County	<u>St. Clair</u>	
Section	<u>15-00026-00-SW</u>	Job No.	<u>P-98-309-15</u>	
Phase	_____			

For Professional Services performed as set forth in the Agreement dated: 04/06/15  
& Supplemental Agreement(s) dated: \_\_\_\_\_

1) Invoice Period		From:	<u>11/01/15</u>	To:	<u>11/30/15</u>
		This Invoice	Previously Invoiced	Earned to Date	Max allowable
2) Maximum Payable					\$28,000.00
3) Direct Salaries		\$118.48	\$6,250.53	\$6,369.01	
4) QC/QA		\$0.00	\$0.00	\$0.00	
5) Payroll & Overhead					
this invoice	<u>175.0000%</u>				
average	<u>175.00%</u>	\$207.34	\$10,938.43	\$11,145.77	
6) Fixed Fee =	1.3324%	\$47.25	\$2,500.05	\$2,547.30	\$3,545.97
7) Direct Costs Prime		\$0.00	\$52.15	\$52.15	
8) Services by others				\$0.00	
				\$0.00	
				\$0.00	
9) Total invoiced for project including this invoice				<u>\$20,114.23</u>	
10) Previously Invoiced			<u>\$19,741.16</u>		
11) Payment Due this invoice		<u>\$373.07</u>			

I have reviewed the invoice and found it in compliance with "The Simple Guide To Consultant Payments" published on the Consultant Engineering Sharepoint site. The percent of work shown as completed on this invoice matches the attached Progress Report signed by the project engineer.

I certify the costs included in this invoice have been expended and the percent of work shown as completed on this invoice is correct. As the prime consultant, work invoices included in this invoice for work done by others were reviewed and approved.

Approved  
IDOT Rep. \_\_\_\_\_ Date: \_\_\_\_\_

Accepted By: \_\_\_\_\_ Date: \_\_\_\_\_

Checked \_\_\_\_\_ Date: \_\_\_\_\_

Consultant: Rhutasel and Associates, Inc.

By / Date: *Anthony A. Schenk* 12/8/15

(Name) Anthony A. Schenk  
(Title) Project Engineer

Distribution: 2 complete packages plus 2 copies of invoice form to Liaison Engineer.







11:38 AM

12/08/15

**Rhutasel and Associates, Inc.**  
**Time by Job Detail**  
**November 2015**

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<u>Date</u>	<u>Name</u>	<u>Duration</u>
<b>FREEBURG:42115- WEST APPLE ST SIDEWALK CONNECTOR:42115-020 WEST APPLE ST SIDEWALK / PDR</b>		
<b>15 PROJECT ENGINEER</b>		
11/03/2015	Schenk, Anthony A	2.50
Total 15 PROJECT ENGINEER		2.50
Total FREEBURG:42115- WEST APPLE ST SIDEWALK CO...		2.50
<b>FREEBURG:42115- WEST APPLE ST SIDEWALK CONNECTOR:42115-030 WEST APPLE ST SIDEWALK / PSE</b>		
<b>15 PROJECT ENGINEER</b>		
11/09/2015	Schenk, Anthony A	0.50
11/10/2015	Schenk, Anthony A	0.50
Total 15 PROJECT ENGINEER		1.00
Total FREEBURG:42115- WEST APPLE ST SIDEWALK CO...		1.00
<b>TOTAL</b>		<b>3.50</b>

**COST PLUS FIXED FEE  
INVOICE**

Date: 12/08/15 Invoice No. 6  
Work Order No. \_\_\_\_\_

To: Village of Freeburg  
14 Southgate Center  
Freeburg, IL 62243

From: Rhutasel and Associates, Inc.  
Firm Address: Rhutasel and Associates, Inc.  
P.O. Box 97  
Freeburg, IL 62243

PTB / Item #	Project	<u>SRTS-40009(150)</u>	Consultant's Job Number  42014
Route	County	<u>St. Clair</u>	
Section	Job No.	<u>C-98-343-12</u>	
Phase			

For Professional Services performed as set forth in the Agreement dated: 05/01/14  
& Supplemental Agreement(s) dated: \_\_\_\_\_

1) Invoice Period	From:	<u>10/01/15</u>	To:	<u>11/30/15</u>
	This Invoice	Previously Invoiced	Earned to Date	Max allowable
2) Maximum Payable				\$18,501.39
3) Direct Salaries	\$101.55	\$5,096.02	\$5,197.57	
4) QC/QA	\$0.00	\$0.00	\$0.00	
5) Payroll & Overhead				
this invoice				
average	<u>157.6700%</u>			
	\$160.11	\$8,034.88	\$8,194.99	
6) Fixed Fee = 1.6131%	\$36.80	\$1,862.14	\$1,898.94	\$2,281.19
7) Direct Costs Prime	\$0.00	\$109.66	\$109.66	
8) Services by others			\$0.00	
			\$0.00	
			\$0.00	
9) Total invoiced for project including this invoice			<u>\$15,401.16</u>	
10) Previously Invoiced		<u>\$15,102.70</u>		
11) Payment Due this invoice		<u>\$298.46</u>		

I have reviewed the invoice and found it in compliance with "The Simple Guide To Consultant Payments" published on the Consultant Engineering Sharepoint site. The percent of work shown as completed on this invoice matches the attached Progress Report signed by the project engineer.

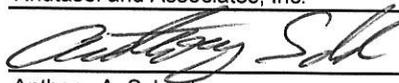
I certify the costs included in this invoice have been expended and the percent of work shown as completed on this invoice is correct. As the prime consultant, work invoices included in this invoice for work done by others were reviewed and approved.

Approved  
IDOT Rep. \_\_\_\_\_ Date: \_\_\_\_\_

Accepted By: \_\_\_\_\_ Date: \_\_\_\_\_

Checked \_\_\_\_\_ Date: \_\_\_\_\_

Consultant: Rhutasel and Associates, Inc.

By / Date:  \_\_\_\_\_

(Name) Anthony A. Schenk

(Title) Project Engineer

Distribution: 2 complete packages plus 2 copies of invoice form to Liaison Engineer.







**Rhutasel and Associates, Inc.**  
**Time by Job Detail**  
**November 2015**

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<u>Date</u>	<u>Name</u>	<u>Duration</u>
<b>FREEBURG:42014:450 SRTS - CONSTRUCTION OBSERVATION</b>		
<b>15 PROJECT ENGINEER</b>		
11/02/2015	Schenk, Anthony A	1.00
11/03/2015	Schenk, Anthony A	1.00
11/09/2015	Schenk, Anthony A	1.00
Total 15 PROJECT ENGINEER		3.00
Total FREEBURG:42014:450 SRTS - CONSTRUCTION OB...		3.00
<b>TOTAL</b>		<b>3.00</b>