

CHAPTER 4

BOARDS AND COMMISSIONS

ARTICLE I – PLAN COMMISSION

4-1-1 **ESTABLISHED.** A Plan Commission is established as a department of village government. (Former Code, § 5-1-1)

4-1-2 **MEMBERSHIP.** The Plan Commission shall consist of seven members, appointed by the Mayor, on the basis of their particular fitness for their duty on the Plan Commission, and subject to the approval of the Village Board of Trustees. (Former Code, § 5-1-2)

4-1-3 **TERM OF OFFICE.** The members shall serve for a period of three years. Vacancies shall be filled by appointments for unexpired terms only. All members of the Commission shall serve without compensation, except that if the Village Board deems it advisable, they may receive such compensation as may be fixed from time to time by the Village Board of Trustees and provided for in the appropriation ordinance. (Former Code, § 5-1-3)

4-1-4 **PROCEDURE.** The members of the Plan Commission shall meet, organize, elect such officers as it may deem necessary, and adopt and later change or alter rules and regulations of organization and procedure consistent with village ordinances and state laws. The Commission records shall be open at all times to public inspection. The Commission shall also file an annual report with the Mayor and Village Board of Trustees, setting forth its transactions and recommendations. (Former Code, § 5-1-4)

4-1-5 **POWERS AND DUTIES.** The Plan Commission shall have the following powers and duties:

(A) To prepare and recommend to the Village Board of Trustees a comprehensive plan for the present and future development or redevelopment of the village and contiguous unincorporated territory not more than one and one-half miles beyond the corporate limits. The plan may be adopted in whole or in separate geographical or functional parts, each of which, when adopted shall be the official comprehensive plan, or part thereof. Such plan shall be advisory, except as to such part thereof as has been implemented by ordinances duly enacted by the Village Board of Trustees. All requirements for public hearing, filing of notice of adoption with the County Recorder of Deeds, and filing of the plan and ordinances with the Village Clerk shall be complied with as provided by law.

(B) To provide for the health, safety, comfort, and convenience of the inhabitants of the village and contiguous territory, such plan or plans shall establish reasonable standards habitants of the village and contiguous territory, such plan or plans shall establish reasonable standards of design for subdivisions and for re-subdivisions of unimproved land and

of areas subject to re-development in respect to public improvements as herein defined and shall establish reasonable requirements governing the location, width, course, and surfacing of public streets and highways, alleys, ways for public service facilities, curbs, gutters, sidewalks, street lights, parks, playgrounds, school grounds, size of lots to be used for residential purposes, storm water drainage, water supply and distribution, sanitary sewers, and sewage collection and treatment. The requirements specified herein shall become regulatory only when adopted by law.

(C) To designate land suitable for annexation to the municipality and the recommended zoning classification for such land upon annexation.

(D) To recommend to the Village Board of this village, from time to time, such changes in the comprehensive plan, or any part thereof, as may be deemed necessary.

(E) To prepare and recommend to the Village Board, from time to time, plans and/or recommendations for specific improvements in pursuance to the official comprehensive plan.

(F) To give aid to the officials of the village charged with the direction of projects for improvements embraced within the official plan, or parts thereof, to further the making of such improvements and generally to promote the realization of the official comprehensive plan.

(G) To arrange and conduct any form of publicity relative to its activities for the general purpose of public understanding.

(H) To cooperate with municipal or regional planning commissions and other agencies or groups to further the local planning program and to assure harmonious and integrated planning for the area, subject to approval of the Village Board.

(I) To exercise such other powers germane to the powers granted under authority of an act of the General Assembly of the State of Illinois, as may be conferred by the Village Board.

(Former Code, § 5-1-5)

4-1-6 LAND SUBDIVISION OR RE-SUBDIVISION AND THE OFFICIAL MAP.

At any time or times, before or after the formal adoption of the official comprehensive plan by the corporate authorities, an official map may be designated by ordinance, which map may consist of the whole area included within the official comprehensive plan or one or more geographical or functional parts and may include all or any part of the contiguous unincorporated area within one and one-half miles from the corporate limits of the village. All requirements for public hearing, filing notice of adoption with the County Recorder of Deeds and filing of the plan and ordinances, including the official map with the Clerk shall be complied with as provided by law. No map or plat of any subdivision or re-subdivision presented for record affecting land within the corporate limits of the village or within contiguous territory which is not more than one and one-half miles beyond the corporate limits shall be entitled to record or shall be valid unless the subdivision shown thereon provides for standards of design and standards governing streets, alleys, public ways, ways for public service facilities, street lights, public grounds, size of lots to be used for residential purposes, and distribution, sanitary sewers, and sewage collection and treatment in conformity with the applicable requirements of the Code, including the official map. (Former Code, § 5-1-6)

Statutory reference:

Recording maps and plats, see ILCS Ch. 65, Act 5, §§ 11-12-12

4-1-7 **IMPROVEMENTS.** The Village Clerk shall furnish the Planning Commission, for its consideration, a copy of all ordinances, plans, and data relative to public improvements of any nature. The Planning Commission may report in relation thereto, if it deems a report necessary or advisable, for the consideration of the Village Board. (Former Code, § 5-1-7)

4-1-8 **EXPENDITURES.** Expenditures of the Commission shall be at the discretion of the Village Board and if the Commission shall deem it advisable to secure technical advice or services, it shall be done upon authority of the Village Board and appropriations by the Village Board therefore. (Former Code, § 5-1-8)

Statutory reference:

Plan commission requirements, see ILCS Ch. 65, Act 5, §§ 11-12-4 et seq.

ARTICLE II - ECONOMIC DEVELOPMENT COMMISSION

4-2-1 **ESTABLISHED.** There is established the Freeburg Economic Development Commission, hereinafter referred to as the Commission.

4-2-2 **PURPOSE.** The purpose of the Commission shall be to assist the village in providing an appropriate enhancement and distribution of residential, commercial, service, and industrial development of the village and of areas near the village.

4-2-3 **APPOINTMENT AND MEMBERSHIP.** The Commission shall be composed of seven members, appointed by the Mayor, with the advice and consent of the Village Board. The members of the Commission shall be residents of the village or shall reside within an area reasonably close to the village so as to have a direct interest in enhancing Freeburg's development, or have business interests in the village or in an area reasonably close thereto, provided that no member of the Commission may be an employee or elected official of the village, except that the Mayor and Plan Commission Chairman and one member of the Freeburg Chamber of Commerce shall be nonvoting, ex-officio members of the Commission.

4-2-4 **TERM OF MEMBERS.** Each voting member of the Commission shall serve a two year term, provided that members initially appointed shall be for the following terms: four members shall be appointed for a two year term and three members appointed for a one year term. Each successor to such initial appointee shall be appointed for a two year term as above provided. Any voting member of the Commission shall be automatically removed from such office upon missing three consecutive regular meetings of the Commission except for cause approved by the Chairman of the Commission. The vacancy thereby created shall be filled for the unexpired term by appointment of the Mayor with the advice and consent of the Village Board.

4-2-5 **ELECTION OF CHAIRMAN.** The Commissioners shall elect one of their voting members as Chairman to preside at meetings of the Commission, and the Commission shall meet at least once each month on a day fixed annually for regular meetings. Such other meetings as may be desired or required by the Commission may be called by the Chairman or by any two other Commission members by serving written notice by mail or personal service upon all other Commission members including ex-officio members, such notice to be received by the recipient no less than 24 hours prior to the date and hour of the special meeting.

4-2-6 **QUORUM.** A majority of the members of the Commission shall constitute a quorum and no matter coming before the Commission shall be approved unless it receives a majority of affirmative votes of the Commission members present.

4-2-7 **FISCAL YEAR.** The fiscal year of the Commission shall coincide with the fiscal year of the village.

4-2-8 **OTHER OFFICERS.** The Commission may elect such other voting members as officers as they desire and as will serve their needs, and all such officers including the Chairman shall be entitled to vote upon all matters coming before the Commission.

4-2-9 **TERM OF OFFICERS.** The terms of office of the officers of the Commission shall be for one year, and they shall be elected to serve at the first regular meeting in September of each year.

4-2-10 **POWERS OF OFFICERS.** The Commission shall determine the various powers and duties of its officers.

4-2-11 **COMPENSATION.** No member of the Commission shall receive any compensation for services on or to the Commission, and all public funds allocated or given to the Commission by the village shall be accounted for and expended only upon prior approval of the Village Board to so do.

4-2-12 **FUNDS; ACCOUNTING OF SAME.** The Commission is authorized to receive funds from other sources and to expend them in accord with the rules and regulations of the authority supplying such funds. The Commission shall account to the village for all funds received at least annually at the close of the fiscal year, in accord with standard accounting principles.

4-2-13 **BY-LAWS.** The Commission is authorized to adopt by-laws and regulations for the conduct of its business not in conflict with this subchapter.

4-2-14 **REPORTS TO VILLAGE BOARD.** The Commission shall provide to the Village Board of this village reports of the status of their finances and of actions taken and results achieved by March 1, June 1, September 1, and January 1 of each calendar year.

ARTICLE III – HEALTH INSURANCE ADVISORY COMMITTEE

4-3-1 **ESTABLISHED.** The Health Insurance Advisory Committee (hereinafter referred to as the Committee) is hereby established.

4-3-2 **PURPOSE.** The purpose of the Committee shall be to identify innovative strategies that will allow the Village to continue to maintain quality health insurance, dental and vision plans, while containing future growth in health plan costs. The committee shall periodically review the ongoing operation of the health insurance, dental and vision plans, investigate ways to improve the health care program, evaluate any proposed cost increases and make effective recommendations for changes to the health care program to the Village Board of Trustees.

4-3-3 **MEMBERSHIP.** The committee shall be comprised as follows:

(A) **Voting Members.**

(1) **Two (2) members** selected from each participating collective bargaining unit by their membership.

(2) **Two (2) members** selected from other non-union Village employees (including supervisory employees) by secret ballot.

Each member of the committee shall have equal voice and vote regardless of their position with the Village.

(B) **Non-Voting Members.** The employer shall be represented by **two (2) members** of the Village Board of Trustees and the Mayor or designee. The employer representatives shall serve as *ex officio* (non-voting) members of the committee.

4-3-4 **TERM.** Members of the Committee shall be selected as soon as practical following the passage and approval of this Article. Thereafter, members shall serve as **one (1) year** term, commencing on **May 1st** each year.

4-3-5 **ELECTION OF CHAIRMAN.** The Committee shall elect one of the voting members as Chairman to preside at meetings of the Committee.

4-3-6 **MEETINGS AND COMPENSATION.** The Committee shall meet at least once annually but may hold other meetings as may be desired or required by the Committee. Meetings shall be held during normal working hours and employee members shall be compensated at their regular rate of pay (straight time) for attendance of up to **four (4) meetings** per calendar year. If the Committee wishes to meet more than **four (4) times** per calendar year, it must request and receive pre-approval of the Village Board for employee members to be compensated for meeting attendance.

4-3-7 **POWERS AND DUTIES.** The Committee shall only act in an advisory capacity and its actions and recommendations are not binding upon the Mayor and Village Board. The Committee is not authorized to expend municipal funds.

4-3-8 **REPORTS REQUIRED.** The Committee shall make an annual report with its recommendations to the Mayor and Board of Trustees on a date fixed by the Board of Trustees. If the annual report does not receive the unanimous approval of the voting members of the Committee, a minority report with alternative recommendations may be submitted in addition to the majority report.

4-3-9 **CURRENT PLAN.** The current health benefits plan for full-time employees is attached as Exhibit A.

(Ord. No. 1401; 10-17-11)