

**VILLAGE PRESIDENT**

Seth Speiser

**VILLAGE CLERK**

Jerry Menard

**VILLAGE TRUSTEES**

Ray Matchett, Jr.  
Mike Blaies  
Denise Albers  
Dean Pruett  
Michael Heap  
Lisa Meehling

**VILLAGE TREASURER**

Bryan A. Vogel

# VILLAGE OF FREEBURG

## FREEBURG MUNICIPAL CENTER

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### VILLAGE OF FREEBURG, ILLINOIS BOARD MEETING MINUTES MONDAY, JUNE 4, 2018 @ 7:30 P.M.

**VILLAGE ADMINISTRATOR**  
Tony Funderburg

**PUBLIC WORKS DIRECTOR**  
John Tolan

**POLICE CHIEF**  
Michael J. Schutzenhofer

**ESDA COORDINATOR**  
Eugene Kramer

**ZONING ADMINISTRATOR**  
Matt Trout

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

**CALL TO ORDER:** Mayor Seth Speiser called the Regular Board Meeting to order at 7:30 p.m., on Monday, June 4, 2018, in the Freeburg Municipal Board Room.

**PLEDGE OF ALLEGIANCE:** Those present and the Board Members recited the Pledge of Allegiance.

**ROLL CALL:** Trustee Bert (Dean) Pruett – here; Trustee Ramon (Ray) Matchett, Jr. – here; Trustee James (Mike) Blaies – here; Trustee Elizabeth (Lisa) Meehling – here; Trustee Michael (Mike)Heap – here; Trustee Denise Albers – here; Mayor Seth Speiser – here; (7 present, 0 absent) Mayor Speiser announced there is a quorum.

**EXHIBIT A:**

Mayor Speiser stated we have the minutes of the Regular Board Meeting Monday, May 21, 2018 for approval.

*Trustee Elizabeth Meehling motioned to accept the minutes from the Regular Board Meeting Monday, May 21, 2018 with corrections and Trustee Denise Albers seconded the motion. All voting aye, the motion carried.*

**EXHIBIT B:**

**FINANCE:**

**Finance Committee Meeting:**

**The following item or items were talked about or discussed:**

Trustee Denise Albers reported on the Finance Committee Meeting held on Wednesday, May 30, 2018 at 5:45 p.m.

**1. REVIEW OF BOARD LISTS:** Trustee Albers stated we reviewed the Board Lists. The following expenses were questioned: Dean’s Cleaning, St. Clair County Treasurer, TWM, Avenet and Barco. The items on the Review of Board Lists were discussed and explained.

**2. REVIEW OF INVESTMENTS:** Trustee Albers stated Village Treasurer Bryan Vogel advised the committee there are no CD’s renewing until October 2018.

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3. **INCOME STATEMENT:** Trustee Albers said she questioned some Police items and other professional services. Chief of Police Mike Schutzenhofer said there was an additional amount owed that did not get billed in the last fiscal year. The DARE program is at 239%, and Village Administrator Tony Funderburg advised the committee the police department has been working to expand the program.

4. **TREASURER'S REPORT:** Trustee Albers said Treasurer Bryan Vogel advised the committee he will be working on the January, February, March and April Treasurer's Reports. Trustee Albers stated Finance Clerk Debbie Pierce needs to get the information to Bryan, so he can get the reports completed.

### **OLD BUSINESS:**

1. **Attorney Invoices:** Trustee Albers said we reviewed the attorney invoices.

2. **Newsletter:** Trustee Albers said the next Newsletter will go out June 15, 2018. Trustee Albers said this Newsletter topics will include Homecoming, St. Joe's picnic, Chili Cook-Off, an article on vehicle safety. If you know of any event going on, please call the village office and let them know, so it can be placed in the Newsletter.

3. **FY 2018 Audit:** Trustee Albers stated Finance Clerk Debbie Pierce said the audit is scheduled for July 2018.

### **NEW BUSINESS:**

1. Trustee Albers said she asked about the 15% grant possibility on the sewer plant, and Village Administrator Tony Funderburg said hopefully the money will be available when our loan request is submitted. Trustee Albers stated that Village Administrator Tony Funderburg said the appropriation ordinance will be on the June 18, 2018 board agenda with a public hearing prior to the meeting.

**TREASURER'S REPORT:** None.

**ATTORNEY'S REPORT:** None.

### **EXHIBIT C:**

**ESDA REPORT: ESDA REPORT:** Mayor Speiser called on ESDA Coordinator Gene Kramer. ESDA Coordinator Gene Kramer updated us on his ESDA Report:

1. Freeburg CCSD #70 "Crisis Team Annual Meeting"

2. Weather Alert requiring ESDA office to EOC readiness activation.

3. Coordinator held a meeting with Freeburg Swimming Pool Manager, Mr. Scott Schulz.
4. Conducted Countywide ARES communications net from office.
5. Rescheduled FEMA Training.
6. Prepared and provided to Freeburg Terrace, IEMA's Guidebook/Pamphlet.

**EXHIBIT D:**

**ZONING ADMINISTRATOR'S REPORT:**

1. Zoning Administrator's Report: Zoning Administrator Matt Trout said Public Works Director John Tolan and he met with TWM to go over the Engineering Plans for Meadow Pines. Matt stated then he took the review from TWM back to Rhutasel to discuss items of concern with the plans. Zoning Administrator Matt Trout said our plan is to have these items worked out and a recommendation to the Village Board from the Combined Board.

2. Freeburg Country Mart: Zoning Administrator Matt Trout said there will be a Soft Opening and Ribbon Cutting on Tuesday June 5<sup>th</sup> at 10:00 a.m. and immediately after that the store will open for business. They will continue work on improvements to the store and plan a Grand Opening sometime around August.

**RECOMMENDATIONS OF BOARDS AND COMMISSIONS:** None.

**CONTRACTS, RELEASES, AGREEMENTS & ANNEXATIONS:** None.

**BIDS:** None.

**EXHIBIT E:**

**ORDINANCES:** Mayor Speiser stated we have Ordinance #1656, An Ordinance Authorizing the Disconnection of Properties Owned by Dale & Jane Helms, Jane & Matthew Helms and Mark & Dara Feder from the Village of Freeburg, Illinois

*Trustee Michael Heap motioned to adopt Ordinance #1656 by title only and Trustee Elizabeth Meehling seconded the motion. ROLL CALL:* Trustee Michael Heap – aye; Trustee Elizabeth Meehling – aye; Trustee Denise Albers – aye; Trustee Bert Pruet – aye; Trustee Ramon Matchett, Jr. – aye; Trustee James Blaies – aye; (6 ayes, 0 nays, 0 absent). All voting aye, the motion carried.

**EXHIBIT F:**

**ORDINANCES:** Mayor Speiser stated we have Ordinance #1657, An Ordinance Authorizing the Sale by Public Auction of Property Owned by the Village of Freeburg (2006 Dodge Charger).

*Trustee Elizabeth Meehling motioned to adopt Ordinance #1657 by title only and Trustee James Blaies seconded the motion. ROLL CALL:* Trustee Elizabeth Meehling – aye; Trustee James Blaies – aye; Trustee Bert Pruett – aye; Trustee Denise Albers – aye; Trustee Michael Heap – aye; Trustee Ramon Matchett, Jr. – aye; (6 ayes, 0 nays, 0 absent). All voting aye, the motion carried.

**OLD BUSINESS:** None.

**NEW BUSINESS:** Mayor Speiser stated that we were contacted by the Illinois Emergency Services Management Association. They have awarded Mr. Gene Kramer with the 2018 Emergency Manager of the Year. Mayor Speiser presented Gene with the OD Troutman Award because Gene demonstrated dedication to the field of emergency management and service to all citizens in the State of Illinois. Mayor Speiser stated Trustee Mike Blaies and Gene's daughter Lauren Theuerkauf nominated Gene for this award. Trustee Blaies and Gene's daughter submitted a letter to the Illinois Emergency Services Management Association, so at this time he would like for them to read their letters before presenting Gene with his award.

#### **COMMITTEE MEETING REPORTS:**

##### **EXHIBIT G:**

##### **Legal/Ordinance Committee Meeting:**

Trustee Michael (Mike) Heap reported on the Legal/Ordinance Committee Meeting held on Wednesday, May 30, 2018 at 5:30 p.m.

##### **The following item or items were talked about or discussed:**

1. Zoning Report/Nuisance Properties: Trustee Heap said Zoning Administrator Matt Trout provided us with his first zoning report, letting us know the Freeburg Country Mart ribbon cutting will be on June 5<sup>th</sup> at 10:00 a.m...

2. Dryer at Jacks Car Wash: Trustee Heap said the committee discussed the complaint on the dryer at Jack's Car Wash.

Trustee Heap said Zoning Administrator Matt Trout and Public Works Director John Tolan met with TWM on the Meadow Pines engineering plans. Trustee Heap said we discussed the sidewalks in the subdivision.

**NEW BUSINESS:** None.

##### **EXHIBIT H:**

##### **Personnel/Police Committee Meeting:**

##### **The following item or items were talked about or discussed:**

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Trustee Elizabeth (Lisa) Meehling reported on the Personnel/Police Committee Meeting held on Wednesday, May 30, 2018 at 6:24 p.m.

**POLICE:  
OLD BUSIENSS:**

1. Police Department Expansion: Trustee Meehling stated Mayor Speiser is going to review the plans with LRB Construction next week. Trustee Meehling said we are going to firm up the cost of the building before we go out for bid.

Trustee Meehling stated Village Administrator Tony Funderburg advised the committee he has a contact that will be able to provide assistance in reviewing our zoning procedures and offer suggestions on how to improve the way we do things.

Trustee Meehling said Trustee Pruett asked about the sergeant position. Chief Schutzenhofer advised the committee he has not done anything with it yet. Trustee Meehling said Chief Schutzenhofer stated the part-time officer is transitioning his certifications from Missouri to Illinois is very close to being done. Trustee Meehling stated the new vehicle came in Friday and is in service. Trustee Meehling said everything has been stripped out of the Dodge Charger, and Chief Schutzenhofer will put it on the bid list.

**NEW BUSINESS:**

Trustee Meehling stated Chief Schutzenhofer advised the committee he received a note in the mail complimenting Officer Flake on his very professional attitude during a traffic stop. Trustee Meehling said she would like to say job well done to Officer Flake. Trustee Meehling stated Chief Schutzenhofer completed recent training for police chiefs through the State of Illinois. Trustee Meehling said Trustee Pruett asked for extra patrols in some areas around town. Trustee Meehling said Village Administrator Tony Funderburg will ask Public Works Director John Tolan to get the radar sign up again.

Trustee Meehling said Chief Mike Schutzenhofer met with the grade school to review their crisis plan. Trustee Meehling stated Chief Schutzenhofer said his big concern is a school shooting and the lack of being able to communicate. Trustee Meehling said Mr. Mueller, ESDA Coordinator Gene Kramer and Chief Schutzenhofer sat down with a representative from a radio company and discussed their concerns. Trustee Meehling stated that they make a device that can be installed in the police department with the capability to plug in all of our radios to provide interoperability. Trustee Meehling said ESDA Coordinator Gene Kramer is going to look into grant opportunities for this. Trustee Meehling said Chief Schutzenhofer wants this working before school starts. Trustee Meehling said this program will help the village as a whole, including our village employees, schools and fire department.

**PERSONNEL**

**OLD BUSINESS:**

1. Honor Tree Program: Trustee Meehling said Village Administrator Tony Funderburg advised the committee the honor tree program will be put on hold for right now. Trustee Meehling said we will ask the Freeburg Park District if they would like to take it over in the meantime. We will resume the program once we determine areas that the trees can be planted.

**NEW BUSINESS:**

Trustee Meehling said we decided to implement the part-time pay raise scale. At this time Trustee Meehling stated she would like to make a motion.

*Trustee Elizabeth Meehling motioned to approve the part-time pay raise scale and Trustee James Blaies seconded the motion. ROLL CALL:* Trustee Elizabeth Meehling – aye; Trustee James Blaies – aye; Trustee Bert Pruett – aye; Trustee Denise Albers – aye; Trustee Michael Heap – aye; Trustee Ramon Matchett, Jr. – aye; (6 ayes, 0 nays, 0 absent). All voting aye, the motion carried.

Trustee Meehling stated we would like to fill our open crew worker position. Trustee Meehling said at this time she would like to make a motion.

*Trustee Elizabeth Meehling motioned to hire Trevor Breitwieser as the Water/Sewer Crew Worker with the stipulation that he needs to obtain his water license within the first year of hire and Trustee James Blaies seconded the motion. ROLL CALL:* Trustee Elizabeth Meehling – aye; Trustee James Blaies – aye; Trustee Ramon Matchett, Jr. – aye; Trustee Michael Heap – aye; Trustee Denise Albers – aye; Trustee Bert Pruett – nay; (5 ayes, 1 nays, 0 absent). With 5 ayes, 1 nay, the motion carried.

Trustee Meehling said we went into an Executive Session to Discuss Personnel] 5 ILCS, 120/2-(c)(1)].

**EXECUTIVE SESSION**

**7:55 P.M.**

*Trustee Elizabeth Meehling motioned to go Executive Session to Discuss Personnel [5 ILCS, 120/2-(c)(1)] and Trustee James Blaies seconded the motion. All voting aye, the motion carried.*

**EXECUTIVE SESSION**

**ENDED @ 8:01 p.m.**

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*Trustee James Blaies motioned to reconvene the Regular Board meeting at 8:02 pm. and Trustee Elizabeth Meehling seconded the motion. All voting aye, motion carried.*

**GENERAL CONCERNS:** None.

**UPCOMING MEETINGS:**

Combined Planning and Zoning Board – Tuesday, June 12, 2018 – 6:00 p.m.

Electric Committee Meeting – Wednesday, June 13, 2018 – 5:30 p.m.

Water/Sewer Committee Meeting – Wednesday, June 13, 2018 – 5:45 p.m.

Streets Committee Meeting – Wednesday, June 13, 2018 – 6:00 p.m.

Board Meeting – Monday June 18, 2018 – 7:30 p.m.

**VILLAGE MAYOR, VILLAGE CLERK & TRUSTEES' COMMENTS:**

**Trustee Denise Albers** – She would like to congratulate Gene on his award, and welcome Trevor to the Public Works Department.

**Trustee Elizabeth (Lisa) Meehling** – Congratulations to Gene and welcome Trevor.

**Trustee Michael (Mike) Heap** – Congratulations to Gene he has done a wonderful job over the years and welcome Trevor to the village.

**Village Clerk Jerry Menard** – Congratulations Gene and welcome Trevor to the village.

**Trustee James (Mike) Blaies** – Congratulations Gene and welcome Trevor to the village.

**Trustee Ramon (Ray) Matchett, Jr.** – Congratulations Gene and Trevor.

**Trustee Bert (Dean) Pruett** – No thank you.

**Mayor Seth Speiser** – He thanked Gene for all he does for the Freeburg Village.

**STAFF COMMENTS:**

**Public Works Director John Tolan** – No thank you.

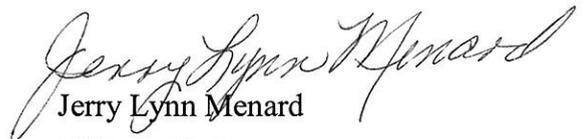
**Zoning Administrator Matt Trout** – Congratulations Gene and welcome Trevor to the village.

**ESDA Coordinator Gene Kramer** – He thanked everyone for all of the nice comments.

**ADJOURNMENT:**

Mayor Speiser called for a motion to adjourn the meeting.

*Trustee James Blaies motioned to adjourn the Regular Board meeting of Monday, June 4, 2018 at 8:05 p.m. and Trustee Elizabeth Meehling seconded the motion. All voting aye, the motion carried.*

  
Jerry Lynn Menard  
Village Clerk