

REGULAR BOARD MEETING AGENDA - FEBRUARY 16, 2010 - 7:30 P.M.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Minutes of Previous Meeting
 - 4 - 1. February 1, 2010 - Regular Board Meeting - **Exhibit A**
5. Finance
 - 5 - 1. Financial Report - None.
 - 5 - 2. Balance Sheet - None.
6. Treasurer's Report -
7. Attorney's Report - None.
8. ESDA Report -
9. Public Participation
10. Reports and Correspondence -
11. Recommendations of Boards and Commissions - None.
12. Contracts, Releases, Agreements and Annexations - None.
13. Bids - None.
14. Resolutions -
 - 14 - 1. Resolution #10-01: IDOT Permit Resolution No. 8-28055 - **Exhibit B**
15. Ordinances -
 - 15 - 1. Ordinance #1347 - An Ordinance Amending Title XV, Chapter 51 (Electric System) - **Exhibit C**
16. Old Business
17. New Business
18. Appointments - None.
19. Committee Meeting Minutes
 - 19 - 1. Economic Development Committee Meeting - Wednesday, January 27, 2010 - 6:30 p.m. - **Exhibit D**
 - 19 - 2. Legal/Ordinance Committee Meeting - Wednesday, February 3, 2010 - 4:30 p.m. - **Exhibit E**
 - 19 - 3. Streets Committee Meeting - Wednesday, February 3, 2010 - 5:30 p.m. - **Exhibit F**
 - 19 - 4. Committee as a Whole Meeting - Monday, February 8, 2010 - 7:00 p.m. - **Exhibit G**
 - 19 - 5. Electric Committee Meeting - Wednesday, February 10, 2010 - 5:30 p.m. - **Exhibit H**
 - 19 - 6. Personnel/Police Committee Meeting - Wednesday, February 10, 2010 - 6:30 p.m. - **Exhibit I**
20. Upcoming Meetings
 - 20 - 1. Water/Sewer Committee Meeting - Wednesday, February 17, 2010 - 5:30 p.m.
 - 20 - 2. Streets Committee Meeting - Wednesday, February 17, 2010 - 6:30 p.m.
 - 20 - 3. Finance Committee Meeting - Tuesday, February 23, 2010 - 5:30 p.m.
 - 20 - 4. Economic Development Committee Meeting - Tuesday, February 23, 2010 - 6:30 p.m.
 - 20 - 5. Board Meeting - Monday, March 1, 2010 - 7:30 p.m.
21. Village President's and Trustees' Comments
22. Staff Comments
23. Adjournment

At said Board Meeting, the Village Board of 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)]; personnel [5 ILCS, 120/2 - (c)(1)a.]; litigation [5 ILCS, 120/2 - (c)(11)]; real estate transactions [5 ILCS, 120/2 - (c)(5)].

VILLAGE PRESIDENT
Ray Danford

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Corby Valentine
Steve Smith
Tony Miller
Rita Baker
Seth Speiser
Charlie Mattern

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

FREEBURG REGULAR BOARD MEETING Monday, February 1, 2010 at 7:30 P.M. Board Minutes

EXHIBIT A
VILLAGE ADMINISTRATOR
Dennis Herzing

VILLAGE TREASURER
Bryan A. Vogel

PUBLIC WORKS DIRECTOR
Ronald Dintelmann

POLICE CHIEF
Melvin E. Woodruff, Jr.

VILLAGE ATTORNEY
Stephen R. Wigginton

CALL TO ORDER: Acting Mayor Rita Baker called the Regular Board Meeting to order at 7:30 p.m., on Monday, February 1, 2010, in the Freeburg Municipal Board Room.

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

ROLL CALL: Trustee Charlie Mattern – here; Trustee Steve Smith – here; Trustee Rita Baker – here; Trustee Corby Valentine – here; Trustee Tony Miller – here; Trustee Seth Speiser – here and Mayor Raymond Danford – absent; (6 present, 1 absent). Acting Mayor Rita Baker announced there is a quorum.

MINUTES OF PREVIOUS MEETING: Trustee Steve Smith motioned to approve the minutes of Tuesday, January 19, 2010 and Trustee Tony Miller seconded the motion. All voting aye, the motion carried.

FINANCE: Trustee Steve Smith motioned to approve the Warrant List in the amount of 32,554.07 and Trustee Seth Speiser seconded the motion. **ROLL CALL:** Trustee Steve Smith – aye; Trustee Seth Speiser - aye; Trustee Tony Miller - aye; Trustee Rita Baker – aye; Trustee Corby Valentine – aye; Trustee Charlie Mattern – aye; (6 ayes, 0 nays, 0 absent). All voting aye, the motion carried.

1. Trustee Smith said we talked about the CD's that are coming due in March and the interest rate on them.
2. Trustee Smith said we talked about the health insurance, we received our first renewal bill and it was \$800.00 less than what we were quoted.
3. Trustee Smith said we talked about the tax levy and if we were levying the full amount that we are allowed to.

TREASURER'S REPORT: None

ATTORNEY'S REPORT:

REGULAR BOARD MEETING EXECUTIVE SESSION 7:34P.M.

Trustee Tony Miller motioned to go into Executive Session citing pending litigation. 5 ILCS, 120/2 - (c)(11) and Trustee Steve Smith seconded the motion. **ROLL CALL:** Trustee Tony Miller – aye; Trustee Steve Smith - aye; Trustee Charlie Mattern - aye; Trustee Corby Valentine – aye; Trustee Rita Baker – aye; Trustee Seth Speiser – aye; (6 ayes, 0 nays, 0 absent). All voting aye, the motion carried.

EXECUTIVE SESSION ENDED 7:40 P.M.

Trustee Tony Miller motioned to reconvene the Regular Board Meeting at 7:42 p.m. and Trustee Corby Valentine seconded the motion. All voting aye, the motion carried.

Village of Freeburg Board Meeting Minutes
Monday, February 1, 2010
Page 1 of 3

ESDA REPORT: None
PUBLIC PARTICIPATION: None
REPORTS AND CORRESPONDENCE: None
RECOMMENDATIONS OF BOARDS AND COMMISSIONS: None.
CONTRACTS, RELEASES, AGREEMENTS AND ANNEXATIONS: None.
BIDS: None.
RESOLUTIONS: None.

ORDINANCES: Acting Mayor Rita Baker said next is Exhibit C: Ordinance No. 1346 - An Ordinance Authorizing Settlement of the Watts Litigation.

Trustee Tony Miller motioned to adopt Ordinance No. 1346 by title only and Trustee Seth Speiser seconded the motion. **ROLL CALL:** Trustee Tony Miller – aye; Trustee Seth Speiser - aye; Trustee Charlie Mattern - aye; Trustee Steve Smith – aye; Trustee Rita Baker – aye; Trustee Corby Valentine – aye; (6 ayes, 0 nays, 0 absent). All voting aye, the motion carried.

OLD BUSINESS: None.
NEW BUSINESS: None.
APPOINTMENTS: None.

COMMITTEE MEETINGS MINUTES:

Public Works Committee Meeting: Trustee Charlie Mattern called Public Works Committee Meeting to order on Wednesday, January 20, 2010, at 4:00 p.m.

1. **SAVE Site Water Situation:** Trustee Mattern said that we received the Notice to Proceed, so we are moving on this.
2. **Sewer Project:** Trustee Mattern said Larry Rhutasel thinks we are looking at late March for getting the plans done and ready to send in.
3. **Recycling:** Trustee Mattern said the recycling is booming.

Public Property Committee Meeting: Trustee Tony Miller called the Public Property Committee Meeting to order on Wednesday, January 20, 2010, at 6:00 p.m.

1. **Pool Feasibility Study/Referendum:** Trustee Miller said Bill Reichert is working on the referendum for the pool. Trustee Miller said we will be replacing the drain for the pool.
2. **Job Descriptions:** Trustee Miller said we invited Scott Schulz to attend our committee meeting to go over the job descriptions of the pool manager.
3. **Lifeguard Hiring:** Trustee Miller said we discussed the 7 applications that we received for lifeguards positions. Trustee Miller if we go ahead with the design work, we are looking at least \$100,000 commitment.
4. **Safe Routes to School:** Trustee Miller said Dennis is going to talk to IDOT regarding our concerns over the absence of a crosswalk where the sidewalk meets the highway.
5. **Street Banners:** Trustee Miller said the six banners we ordered are in.
6. **Limb Pickup Program:** Trustee Miller said it seems that some residents are abusing the guidelines for limb pickup, so we need to revisit the limb pickup program.

Trustee Valentine asked if we are done picking up leaves and Ron said we are still working on picking them up upon request.

UPCOMING MEETINGS:

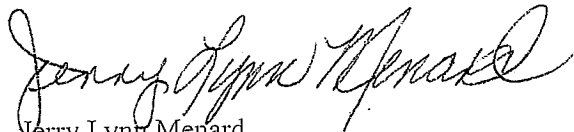
Legal/Ordinance Committee Meeting - Wednesday, February 3, 2010 - 4:30 p.m.
Streets Committee Meeting - Wednesday, February 3, 2010 - 5:30 p.m.
Committee as a Whole Meeting - Monday, February 8, 2010 - 7:00 p.m.
Electric Committee Meeting - Wednesday, February 10, 2010 - 5:30 p.m.
Personnel/Police Committee Meeting - Wednesday February 10, 2010 - 6:30 p.m.
CLOSED IN OBSERVANCE OF PRESIDENT'S DAY - Monday, February 15, 2010
Board Meeting - Tuesday, February 16, 2010 - 7:30 p.m.

VILLAGE PRESIDENTS AND TRUSTEE'S COMMENTS:

Trustee Charlie Mattern: No, thank you.
Trustee Steve Smith: No, thank you.
Trustee Rita Baker: Nothing, sir.
Village Clerk Jerry Menard: No, thank you.
Trustee Corby Valentine: Nothing, thank you.
Trustee Tony Miller: No, thank you.
Trustee Seth Speiser: No, thank you.
STAFF: None.

ADJOURN:

Trustee Tony Miller motioned to adjourn at 7:50 p.m. and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.



Jerry Lynn Menard,
Village Clerk

RESOLUTION NO. 10-01

PERMIT RESOLUTION

WHEREAS, the Village of Freeburg, located in the County of St. Clair, State of Illinois, wishes to have installed and to maintain a manhole and a water control valve, according to conditions and restrictions of Permit No. 8-28055, within the right of way of FAS Route 847 (IL Route 15) and FAP Route 103 (IL Route 13/15), which by law comes under the jurisdiction and control of the Department of Transportation of the State of Illinois; and,

WHEREAS, a permit from said Department is required before said work can be legally undertaken by said Village of Freeburg; now,

THEREFORE, be it resolved by the Village of Freeburg, County of St. Clair, State of Illinois:

FIRST: That we do hereby request from the Department, State of Illinois, a permit authorizing the Village of Freeburg to proceed with the work herein described.

SECOND: That we hereby pledge the good faith of the Village Board of the Village of Freeburg AND guarantee that all work shall be performed in accordance with the conditions of the permit to be granted by the Department of Transportation of the State of Illinois; and, to hold the State of Illinois, Department of Transportation, harmless on account of any damages that may occur to persons or property during the prosecution of such work; and, assume all liability for damages to persons or property due to accidents or otherwise by reason of the work which is to be performed under the provisions of said permit.

THIRD: That we hereby state that the proposed work is to be performed by the employees of the Village of Freeburg.

FOURTH: That the proper officers of the Village Board are hereby instructed and authorized to sign said permit in behalf of the Village of Freeburg.

I, _____, hereby certify the above to be a true copy of the Resolution passed by the Village of Freeburg, County of St. Clair, State of Illinois.

Dated this 16th day of February, A. D., 2010.

Village Clerk

28055pr.doc

CORPORATE SEAL

Resolution No. 10-01 cont.

Ayes _____ Nays _____

Absent _____ Abstain _____

PASSED BY THE VILLAGE BOARD OF THE VILLAGE OF FREEBURG, ILLINOIS, ST. CLAIR COUNTY, AND APPROVED BY THE VILLAGE PRESIDENT THIS 16th DAY OF February, 2010.

Vote Recorded By:

Jerry Menard, Village Clerk

Approved by the Village President of the Village of Freeburg, St. Clair County, Illinois, this 16th day of February, 2010.

Raymond Danford, Village President

ATTEST:

Jerry Menard, Village Clerk

Approval as to Legal Form:

Stephen R. Wigginton, Village Attorney

ORDINANCE NO. 1347

AN ORDINANCE AMENDING TITLE XV, CHAPTER 51 OF THE REVISED
CODE OF THE VILLAGE OF FREEBURG, ST. CLAIR
COUNTY, ILLINOIS (Electric System)

BE IT ORDAINED BY THE VILLAGE PRESIDENT AND VILLAGE BOARD OF
TRUSTEES OF THE VILLAGE OF FREEBURG, ST. CLAIR COUNTY, ILLINOIS, THAT:

TITLE V, CHAPTER 51, Section 51.45(B) three-Phase Service (Rate 2), is hereby amended to
read as follows:

(B) **Three-Phase Service (Rate 2).** Available for any customer using
three-phase service for lighting and/or power.

1. Net Rate. The charge per customer per month shall be the sum of
the following capacity and energy charges:

Facilities Charge - \$15.00 per monthly billing period per meter
installation.

Demand Charge - \$3.60 per KW of the maximum fifteen (15)
minute demand each month.

Energy Charge

For the first 50,000 KWH \$6.765 cents per KW-HR

For all over 50,000 KWH \$5.390 cents per KW-HR

Customers qualifying for this rate will be charged under Rate 1: (1) if the
customer's prior electric usage history shows the customer's previous 12
months usage to be an average of 30,000 kwh or less per month or (2) if there
is less than 12 months of usage history, that the average monthly usage will be
30,000 kwh or less based on the Electric Department's estimation.

Rate 2 customers billed for service under Rate 1 shall remain on that
rate for a minimum of 12 months. If, at any time after 12 months, the
customer's usage during the most recent 12 months exceeds an average of
30,000 kwh per month, the customer will be changed to service under Rate 2
and must remain on that rate for a minimum of 12 months.

PASSED BY THE VILLAGE BOARD OF THE VILLAGE OF FREEBURG, ILLINOIS, ST.
CLAIR COUNTY, AND APPROVED BY THE VILLAGE PRESIDENT THIS

16th DAY OF February, 2010.

ORDINANCE 1347 cont.

AYES _____

NAYS _____

ABSENT _____

ABSTAIN _____

Jerry Menard, Village Clerk

Approved this 16th day of February, 2010

Raymond S. Danford, Village President

ATTEST:

Jerry Menard, Village Clerk

Approval as to Legal Form:

Stephen R. Wigginton, Village Attorney

VILLAGE PRESIDENT
Ray Danford

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Corby Valentine
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Tony Miller
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Economic Development Committee Meeting
(Smith/Baker/Miller)

Wednesday, January 27, 2010 at 6:30 p.m.

EXHIBIT D
VILLAGE ADMINISTRATOR
Dennis Herzing

VILLAGE TREASURER
Bryan A. Vogel

PUBLIC WORKS DIRECTOR
Ronald Dintelmann

POLICE CHIEF
Melvin E. Woodruff, Jr.

VILLAGE ATTORNEY
Stephen R. Wigginton

The meeting of the Economic Development Committee was called to order at 6:47 p.m. on Wednesday, January 27, 2010, in the Municipal Center. Those in attendance were Trustee Steve Smith, Village Clerk Jerry Menard, Trustee Rita Baker, Village Administrator Dennis Herzing, Office Manager Julie Polson and Mike Blaies.

A. OLD BUSINESS:

1. Growth strategies and recommendations to retain and attract businesses: Steve said we need to start talking about long-term strategies and to bring some ideas to the next meeting.
2. Christmas Lighting Event: Steve said we have \$724.99 left over and will put that in a cd for next December's lighting event. Steve suggested splitting the park up into quadrants and decorating each area. The committee came up with a nativity scene, Santa sleigh and reindeer, and building a Santa's Cottage for the park. Steve is going to ask Seth about building the cottage.

B. NEW BUSINESS:

1. Summer event: Steve said he was approached by someone to have the Village take over this year's July 4th fireworks. The problem would be collecting enough money in time for this year's event. Steve's other concern is asking the businesses for money for 4th of July and then having to ask them for Christmas lights donations. Steve told the Chamber we would consider it for next year. He also heard the fireworks might be changed to Homecoming. Julie thinks it would be easier to have a July 4th event and build off of that for our summer event. Mike thinks it will be hard to ask people for money twice for July 4th/homecoming and then Christmas. Steve said he would like to add onto the Christmas event. Rita suggested asking for donations for both of the events at the same time. Julie suggested telling the Chamber we'll do the fireworks if they pay for it. Mike said the Chamber received no response from the letters they sent out requesting July 4th donations. Steve questioned if the park could donate to July 4th. Jerry said Sheila is on the park board and would be a good person to ask. Steve will talk to Sheila.

Steve asked the committee what other event we could do in the summer if we didn't do fireworks. Julie brought up the movies in the park. Julie thought the one place from Columbia charged about \$1,000 to show the movie. She will see if we can get a discount if we book more than one movie. Steve suggested we try one movie and

Economic Development Committee Meeting Minutes
Wednesday, January 27, 2010
Page 1 of 2

see how it goes. We'll ask for the park/chamber for a donation. The committee agreed to July 17th and July 31st. We have a popcorn and hot dog machines and can sell that at the movies. Mike said Al approached him saying the Chamber would like a liaison between the Chamber and the Economic Development Committee. Mike is not sure if he is going to join the Chamber.

2. Creation of the St. Clair County Economic Council: This was provided to the committee for their information. Jerry thinks they are trying to get more business in Belleville. Steve doesn't see them helping to bring business to Freeburg.

C. **GENERAL CONCERNS:** Dennis told the committee he met with Bill Holtzmann has his business for sale in Belleville because he has outgrown his building and if it sells, he is looking at purchasing a 5-acre lot at the Industrial Park.

Steve would like to see the website updated and put some money in the budget for economic development. He would like to see a Freeburg business promoted on the website. Rita suggested a business of the month or quarter be put in the paper. We could start with the oldest business in Freeburg.

D. **PUBLIC PARTICIPATION:** None.

E. **ADJOURN:** *Rita Baker motioned to adjourn the meeting at 7:36 p.m. and Mike Blaies seconded the motion. All voting aye, the motion carried.*



Julie Polson
Office Manager

VILLAGE PRESIDENT
Ray Danford

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Corby Valentine
Steve Smith
Tony Miller
Rita Baker
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VILLAGE OF FREEBURG

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EXHIBIT E
VILLAGE ADMINISTRATOR
Dennis Herzing
VILLAGE TREASURER
Bryan A. Vogel
PUBLIC WORKS DIRECTOR
Ronald Dintelmann
POLICE CHIEF
Melvin E. Woodruff, Jr.
VILLAGE ATTORNEY
Stephen R. Wigginton

Legal and Ordinance Committee Meeting
(Annexation; Building; Zoning; Subdivision)
(Speiser/Baker/Mattern)
Wednesday, February 3, 2009 at 4:30 p.m.

The meeting of the Legal and Ordinance Committee was called to order at 4:34 p.m. by Chairman Seth Speiser on Wednesday, February 3, 2010, in the Freeburg Municipal Center. Members attending were Chairman Seth Speiser, Trustee Rita Baker, Village Clerk Jerry Menard, Village Administrator Dennis Herzing and Office Manager Julie Polson. Guest present: Janet Baechle.

A. OLD BUSINESS:

1. Approval of January 6, 2010 Minutes: *Trustee Rita Baker motioned to approve the January 6, 2010 minutes and Trustee Seth Speiser seconded the motion. All voting aye, motion carried.*

2. Community Improvement Board/Material Requirements on Commercial Buildings/Nuisance Abatement Code: With respect to the material requirements on commercial buildings, Dennis provided a draft ordinance which the committee will review and discuss at the next meeting. He included B-1, B-2 and I-1 districts in the ordinance. Once the ordinance has been agreed upon, a public hearing will have to be held before the Plan Commission. Julie will email a copy to Charlie. Rita had several corrections to the Nuisance Code and Julie will get those corrected and get the revised code to the committee for next month's meeting. Dennis said he will come up with a policy memo or guideline on the commercial remodels since we will just be following what is currently contained in the International Building Code.

3. Status of Public Hazard Homes: Phil sent a letter to Phil Sheets asking him to address several items regarding the property on N. State Street. Phil did go out and check the property and Sheets did put a cover over the well. Phil also sent a letter to Mr. Brown regarding the shape of his property on W. Phillips Street.

4. TIF litigation: Dennis met with Attorney Wigginton and gone through the agreement and will take it back to Koppeis. Dennis hasn't heard anything yet.

5. Stumpf Lawnmower Business: Seth said this can be taken off the agenda.

6. Ordinance on reflective clothing while walking: Dennis said we don't have anything in our code to address this. He talked to Mel about it and Mel said he would enforce whatever the committee decided. Mel told Dennis they tried enforcing bicyclists wearing reflective clothing but it was looked at as police harassing the bicyclists. Dennis provided information from state statute on pedestrians walking on

Legal and Ordinance Committee Meeting
Wednesday, February 3, 2010
Page 1 of 2

highways for the committee's information. The committee asked Dennis and Julie to look at Maryville's code to see if they addressed this issue.

B. NEW BUSINESS:

1. FOIA Ordinance: Julie provided a copy of the suggested ordinance from Attorney Wigginton. There are some areas that need to be updated but we wanted to get this in the committee's packet so we could get it forwarded to the board for approval. We will complete the ordinance and bring it back to next month's meeting.

C. GENERAL CONCERNS: Dennis received a call from Paul Anderson with some concerns about the Kellers produce stand that was in town last summer. Paul doesn't think other temporary businesses should be able to come in and compete with businesses in Freeburg that pay sales tax, property taxes, etc., and the temporary business doesn't pay any sales tax to Freeburg. He also has concerns regarding the produce and Dennis told him those should probably be taken up with the Health Department. The committee discussed creating a new class of business license that would apply in situations like this and possibly require them to report their sales tax to Freeburg. We will research other municipalities to see if they have anything in their code that would address this. This will stay on the agenda for further discussion.

D. PUBLIC PARTICIPATION: None.

E. ADJOURN: *Trustee Rita Baker motioned to adjourn the meeting at 5:18 p.m. and Trustee Seth Speiser seconded the motion. All voting aye, the motion carried.*



Julie Polson
Office Manager

VILLAGE PRESIDENT
Ray Danford

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Corby Valentine
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Public Property Committee Meeting
Streets/Municipal Center/Pool/Parks & Recreation
(Miller/Baker/Valentine)
Wednesday, February 3, 2010 at 5:30 p.m.

EXHIBIT F
VILLAGE ADMINISTRATOR
Dennis Herzing

VILLAGE TREASURER
Bryan A. Vogel

PUBLIC WORKS DIRECTOR
Ronald Dintelmann

POLICE CHIEF
Melvin E. Woodruff, Jr.

VILLAGE ATTORNEY
Stephen R. Wigginton

The meeting of the Public Property Committee was called to order at 5:30 p.m., on Wednesday, February 3, 2010, in the Municipal Center. Those in attendance were Trustee Tony Miller, Trustee Rita Baker, Trustee Corby Valentine, Village Clerk Jerry Menard, Village Administrator Dennis Herzing, Public Works Director Ron Dintelmann, Assistant Public Works Director John Tolan and Office Manager Julie Polson. Guest present: Scott Schulz, Mike Blaies and Janet Baechle.

SWIMMING POOL: OLD BUSINESS:

1. Pool feasibility study/referendum: Dennis said Bill Reichert will have the rendering done in two weeks. Dennis also said we have to put a grate over the drain. There was a typographical error in the regulations online where it looked like we might be exempt but that is not the case. It was supposed to say we have to put the cover that meets the standard but we are exempt from the secondary means of the vacuum break like a dual drain. He has located a cover that will meet the standard and it costs about \$1,600. Dennis has a call into the Health Department to see if we need a permit for the cover or if we can just put it in ourselves. He has not heard back from them.

2. Job descriptions: Scott was present to review the duties of the pool managers. He questioned if it is the manager's job to restart the power filtration system after a power outage, how will the manager be notified? Ron said if the manager knows of a power outage, they need to go out and check the pool. He also said if the outage is isolated, either he or John will go turn on the power. Scott also asked if the committee meetings were once a month and Tony advised yes, and he would like it to be attended by the lead manager, schedule permitting. He confirmed the managers do not have to be lifeguard certified and that is correct. Scott questioned why the managers have to be present at the swim team practices. He did not feel it was necessary to have one present at the practices. The manager would receive \$10 per hour when working a swim meet. The committee decided the swim team should be paying for the lifeguard and managers. Julie will check to see if we have been reimbursed from the swim team for the practices and meets. Tony asked Scott if the managers share the hours equally and Scott said yet. Tony said he would like go through Switzers to order the food and have it delivered. Scott agreed and said it would be an easier way to keep track of the food orders. Scott asked if the pool will be open after school starts in August and the committee agreed to keep the pool open until either homecoming or the opening of

school whichever comes first. The committee is fine with Marc and Darren coming back as co-managers.

Scott asked for a computer and printer to make it easier to track work schedules, orders, swim team practices/meets and pool parties. He said they only need to have word and excel and Dennis said he has a computer in his office that would probably work as long as we can work a computer into the budget for the front register. Scott said there a couple of appliances that aren't working and Ron said they will take care of it. Scott said the vacuum tube and skimmer net are in bad shape and the flow meter doesn't work. The committee asked Scott to provide a list to Julie of the items that need to be taken care of. Scott asked about salaries and Tony told him the lead manager will be compensated for being the lead manager. The lead manager will be responsible for scheduling the lifeguard certification classes. Julie has not scheduled this year's classes because she doesn't want to until she knows the date school is over. We can have the job duties posted at the pool so every employee knows what they are expected to do on their shift. The manager can decide what the guards need to do on each shift.

The committee agreed to Swim after Dark events on June 5, July 9 and August 6. The family days will be held on June 13, June 27, July 11, July 25 and August 8. The swim lessons will be held from June 14 - 21.

3. Lifeguard hiring: We have received 10 applications and Scott said we had 15 lifeguards last year. Julie will advertise for lifeguards.

EXECUTIVE SESSION

6:47 P.M.

Trustee Rita Baker motioned to recommend to enter into Executive Session citing personnel 5 ILCS 120/2 - (c) and Trustee Corby Valentine seconded the motion. All voting aye, the motion carried.

EXECUTIVE SESSION ENDED

7:18 P.M.

Trustee Rita Baker motioned to end the Executive Session and Trustee Corby Valentine seconded the motion. All voting aye, the motion carried.

B. NEW BUSINESS: None.

STREET: - Most items will be discussed at the 2/17/10 meeting.

A. OLD BUSINESS:

1. Approval of January 20, 2010 Minutes: Not discussed.

2. Safe Routes to School: Dennis talked to IDOT and said the first step is for us to select an engineer. He asked if we should send out an RFQ. Since it is federal highway funds, everything has to be done to their standards. After we select on an engineer and agree to a contract, it will take about 3 months for the contract to be approved. Dennis also said we will need an engineer for the entire project. Dennis talked to IDOT about changing the scope of work from what was originally submitted is very difficult to do. He said additional funding for a second crosswalk is out of the question. We may not be talking about a huge expense if we can convert the existing light at Main and State streets to a crosswalk. Dennis said the two firms that have already expressed an interest are TWM and Rhutasel. Dennis reminded the committee TWM did a lot of upfront work on a grant application for the streetscape design that we didn't get. We know from experience both firms are qualified. Rita felt we should use TWM since they did much of the preliminary work. Tony and Corby felt we need to keep the business in Freeburg.

Trustee Corby Valentine motioned to recommend to the full Board that Village Administrator Dennis Herzing be directed to negotiate a contract with Rhutasel & Associates for the Safe Routes to School Project and Trustee Tony Miller seconded the motion. Trustee Corby Valentine - aye, Trustee Tony Miller - aye and Trustee Rita Baker - nay. With two aye votes, the motion carried.

3. Swipe Card/Security Card Access: Not discussed.
4. 709 Saxony request for culvert: Not discussed.
5. Cemetery Road - St. Clair County: Not discussed.

6. MFT: Tony asked Dennis if he can have MFT ready by the meeting on 2/17/10 and Dennis and Ron will try to get it done. We have decided to use limestone. Ron said we'll cut down on the oil and rock.

7. Leaf/limb pickup: Not discussed.

B. NEW BUSINESS:

C. GENERAL CONCERNS: Rita brought up Jerry's concern over the timing of the stoplight at State and Oakbrook. Ron said it has different timing cycles during the day.

D. PUBLIC PARTICIPATION: None.

E. ADJOURN: *Trustee Rita Baker motioned to adjourn the meeting at 7:19 p.m. and Trustee Corby Valentine seconded the motion. All voting aye, the motion carried.*

Julie Polson
Office Manager



VILLAGE PRESIDENT
Ray Danford

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Corby Valentine
Steve Smith
Tony Miller
Rita Baker
Seth Speiser
Charlie Mattern

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

COMMITTEE AS A WHOLE MEETING
Monday, February 8, 2010
7:00 p.m.

EXHIBIT G
VILLAGE ADMINISTRATOR
Dennis Herzing

VILLAGE TREASURER
Bryan A. Vogel

PUBLIC WORKS DIRECTOR
Ronald Dintelmann

POLICE CHIEF
Melvin E. Woodruff, Jr.

VILLAGE ATTORNEY
Stephen R. Wigginton

The Committee as a Whole Meeting was called to order at 7:05 p.m. on Monday, February 8, 2010, by Acting Mayor Rita Baker. Members present were Chairperson Rita Baker, Village Clerk Jerry Menard, Trustee Steve Smith, Trustee Tony Miller, Trustee Charlie Mattern, Trustee Rita Baker, Trustee Corby Valentine, Administrator Dennis Herzing, Public Works Director Ron Dintelmann and Office Manager Julie Polson. Guest present: Janet Baechle.

A. OLD BUSINESS:

1. Approval of June 29, 2009 Minutes: Trustee Steve Smith motioned to approve the June 29, 2009 minutes and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.

B. NEW BUSINESS:

1. Village's 3- to 5-year plan: Steve said we need to re-prioritize the 3-and 5-year projects.

Ongoing Projects:

1. Radio Read Meters: Dennis said we budgeted \$25,000 in both the water and sewer fund and have used \$25,800; we budgeted \$30,000 in the electric fund and used \$22,800. We plan on spending \$100,000 the next three years or however much we can afford.
2. Various culverts and ditches:
3. Sewer repair: We spent \$13,000 - \$14,000 on the sewer repair by AnRus out of the \$25,000 budgeted. The AnRus project is done but we will leave sewer repair as an ongoing project.

3-Year Project:

1. Arc Flashing Study: Ron advised this needs to be done and should stay as number 1. Ron said the projected amount should be closer to the \$35,000. We will have to buy an arc flash suit and Ron thinks we can get by with one suit.
2. North Trunk Sewer: Ron said Rhutasel is working on the design now and the loan application has been sent into EPA. Item should stay on as number 2.
3. Deerfield Water Interconnect: Ron thinks has slipped down on the priority list due to budgetary constraints. Priority needs to be decided.
4. Westview/Harbor Pointe Road Improvement: Ron said this has also slipped down on the priority list. We have not heard anything on the

Committee as a Whole Meeting
Monday, February 8, 2010
Page 1 of 3

subdivision moving forward. We will change to 2012 and decide priority.

5. Pool: We had budgeted \$500,000 for 2011. This was the immediate fix for the pool but it will depend on what happens with the bond issue in November. Dennis said we have until December of 2011 to spend the grant even if the bond issue doesn't pass in November. It is a matching grant so we would have to come up with \$177,000 and would have to figure out a way to fix the pool for \$350,000. Priority needs to be decided.
6. Public Works Dept. Trucks: Ron said we budgeted \$150,000 for a bucket truck and \$70,000 for a dump truck and both are needed. Priority needs to be decided.
7. SAVE Water System: Ron said this project is funded. Dennis said the price can be lowered but is hopeful we can use the grant amount of \$64,000 to get this done. Item will be moved to ongoing. Dennis said this project will happen this summer. Dennis said SAVE has been talking with IGD about another grant for work on their sewer laterals and lines so we may be putting together another grant application for them this spring. He thinks it may be in the \$30,000 - \$50,000 range.
8. Public Works Dept. Sheds: Ron would love to build the shed but said it's another money issue. Item will stay in the 3-year plan and prioritize.
9. Main St. Sidewalks & Drainage: Ron said this can be moved to ongoing since it is a funded project.
10. SCADA Expansion: Ron hasn't done anything this year but would like to see if moved fairly high on the list. Priority needs to be decided.

5-Year Plan:

1. Wastewater Treatment Plant: Ron thinks this should be 2013 and the price is okay.
2. Pool: Not changed.
3. Electric Distribution Expansion: Ron said we will wait for the new EPA law which will determine the cost. We have to be compliant in 2013 at a cost of \$500,000 and is not an option. We will add a line item for this named EPA Compliance under the 3-year plan and leave the electric expansion as is. Need to prioritize.
4. Police Department Expansion: Dennis hasn't talked to Mel about this. Item will be moved out to 2012.
5. Community Center: Moved to 2014.
6. Water Tower Painting: Okay.

Completed Items:

The culverts were completed at a cost of \$140,000 and the recycling center was completed at a cost of \$20,000 of our money in addition to the \$32,000 grant.

Steve asked Dennis and Ron to prioritize the list and he will get everyone a clean copy.

2. Tax Levy: Steve asked if the auditors were going to come talk to us about this and Dennis said we could do that but wanted the committee to see the spreadsheet that he put together of the options that are available to us. He explained that some of the taxes we levy have a statutory maximum limit. Looking at the comparison he put together, the 4.9% increase is the tax levy we just approved. Next year if you want to consider doing something different, the amount reflected under the maximum column is the maximum rate set by statute that you can levy which Dennis calculated that shows what kind of revenue will be generated. In the case where there is not a statutory limit, Dennis projected and levied the projected expenses and let that rate drop out to whatever it was. Based on levying the maximum where we could, the rate would increase from 28 cents to 57 cents or \$262,188 to \$488,769. The one item that stood out to Dennis was if you took the maximum rate allowed by ESDA which would generate \$42,730 which is very close to the 911 service contract from St. Clair County. The board may want to consider increasing the tax levy in the ESDA department which would help cover the cost of the 911 contract. Corby said we are behind the curve and need to start so we can get ahead. He said Dennis did what he wanted to with the spreadsheet. Corby said we need to get our funds to be able to stand more on their own without being unreasonable.

C. GENERAL CONCERNS: Corby said the other night we had a Streets committee meeting and there was a discussion about the engineering for the Safe Routes to School. Corby said he was unaware of the work one of the engineering firms did for a grant. Much of that information was used for the Safe Routes to School application. He did not take into consideration the work the one firm did and said he would still like to keep the business in town but now feels since the other firm did the upfront work, he would like to see that firm get the work. Dennis said originally the work they did was to go to a different grant but we did use a lot of that information for the Safe Routes to School. The work was done for free. Ron explained the vote was 2 - 1 to offer the work to the local firm. It will be brought before the full Board for discussion.

D. PUBLIC PARTICIPATION: None.

E. ADJOURN: *Trustee Steve Smith motioned to adjourn at 7:48 p.m. and Trustee Tony Miller seconded the motion. All voting aye, the motion carried.*



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ELECTRIC COMMITTEE MEETING Wednesday, February 10, 2010 at 5:30 p.m.

The meeting of the Electric Committee was called to order at 5:30 p.m. on Wednesday, February 10, 2010 by Chairman Corby Valentine. Committee members present were Chairman Corby Valentine, Trustee Steve Smith, Trustee Tony Miller, Village Administrator Dennis Herzing, Public Works Director Ron Dintelmann, Assistant Public Works Director John Tolan and Office Manager Julie Polson.

A. OLD BUSINESS:

1. Approval of January 14, 2010 minutes: Trustee Tony Miller motioned to approve the minutes of January 14, 2010 and Trustee Corby Valentine seconded the motion. All voting aye, the motion carried.
2. Switchover of Ameren to Freeburg power: Dennis sent Ameren's agreement to Todd Masten for his review and he had no problems with it. Dennis made some minor changes to the agreement. Ron went out to verify each resident on Ameren's list and they don't have all of the residents on there. Jason from Ameren is going to come out and meet with Dennis and Ron and they will go through the listing of residents to make sure everyone is on the list/map including the easements. Corby asked if we need a contract for our agreement with Freeburg Care Center and Dennis said yes, he will work on putting one together.
3. Village Utility Needs Analysis: We are waiting until the switchover is done.
4. Replacement of old power plant doors: Nothing new.
5. Franchise Fee (Ameren): Waiting on this until negotiations with Ameren regarding the switchover of customers is done.
6. Three-phase service: Dennis provided the ordinance that shows the \$15 facilities charge and also reflected automatically giving Rate 1 to the smaller three-phase customers that are using less than 30,000 kilowatts rather than have them request the rate change. Dean Park said the ordinance looked fine.

Trustee Tony Miller motioned to recommend the Ordinance Amending Title XV, Chapter 51 of the Revised Code (Electric System) to the full Board for approval and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.
7. Christmas decorations: Julie will contact Display Sales and see if they have any wreaths on sale.

8. Highway lighting: Ron looked at several areas on north Rt. 15 to see what ones should be done first due to safety concerns and came up with one by Pfannenbecker's driveway, one at the dead end of the frontage road by Hershceul Parrish, one on the east side of the street across from Sheets' property and the fourth one by Recker's home.

B. NEW BUSINESS:

1. Poles in Smithton Park: Ron was contacted by Smithton with a request to set four poles in their park. There would not be any other work involved than setting the poles. The committee discussed the liability issue of having our guys do work in another town. Corby asked the committee to think about it and we'll discuss at the next meeting.

Ron said Clark's bucket truck needed repairs totaling \$6,500 and told the committee he ordered the parts. He said he has spent about \$25,000 in repairs on that bucket truck over the past couple of years. He does have a bucket truck in the budget and said we need to think about ordering a new one. He would not get the same size bucket truck as the last one ordered. The size truck he would like runs about \$110,000.

C. GENERAL CONCERNS: John asked about the banner requested by Donna Arras for Relay for Life. The committee asked Ron to look into placing two poles to run a banner across the highway on the north end of town. Other civic organizations could use it from time to time.

D. PUBLIC PARTICIPATION: None.

E. ADJOURN: *Trustee Tony Miller motioned to adjourn at 6:04 p.m. and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.*



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PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING Wednesday, February 10, 2010 at 6:30 p.m.

Chairperson Rita Baker called the meeting of the Personnel and Public Safety Committee to order on Wednesday, February 10, 2010 at 6:30 p.m. Those present were Chairperson Rita Baker, Trustee Steve Smith, Trustee Charlie Mattern, Mayor Ray Danford, Police Chief Mel Woodruff, Village Administrator Dennis Herzing, Public Works Director Ron Dintelmann, Assistant Public Works Director John Tolan and Office Manager Julie Polson. Guests present: Jeff Mohr, Jane Kramper, Laura McGarry, Debbie Pierce, Greg Eckels, Gregg Blomenkamp, Clark Lucash, Bob Elden, Tim Kunklemann and Shane Krauss.

POLICE:

A. **OLD BUSINESS:** None.

B. **NEW BUSINESS:**

1. Police Contract: Dennis talked to Officer Cappello who said they won't be ready to start negotiations until April.

Chief Woodruff provided the monthly report to the committee for their review. With no further business, Chief Woodruff left the meeting.

PERSONNEL: A. **OLD BUSINESS:**

1. Approval of January 12, 2010 minutes: Trustee Steve Smith motioned to approve the January 12, 2010 minutes and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.

2. Employee handbook: The committee discussed the handbook and several revisions were made. Julie will get it revised, printed out and to the trustees for their review prior to next month's meeting. The following issues were discussed:

- a) Greg Eckels said he doesn't like the language that states an employee may be fired at will (handbook, page 5). Chairperson Baker explained the language is necessary because the employee is not protected by contract. Dennis commented Attorney Wigginton has maintained that language needs to be in the handbook. Dennis pointed out that he "employee at will" status is not new. It is in our current personnel policy.
- b) Trustee Smith questioned whether the Village Administrator should have the authority to discharge an employee guilty of certain violations on page 16, Section C. Dennis agreed and felt the sentence should be deleted and the committee agreed.
- c) The committee deleted the last sentence in the "Non-Fraternization" section on page 17.
- d) On page 22, it states the Personnel Chairperson will review the personnel files from time and time and stated she has not been doing that and asked if she

Personnel/Police Committee Meeting

Wednesday, February 10, 2010

Page 1 of 3

needed to. The committee agreed to include "at the Personnel Chairperson's discretion."

- e) Shane did not feel it was necessary to submit a form in order to review his personnel file, see page 22. The paragraph will be reworded to delete the requirement to submit a form. The committee agreed to have the employee sign a form acknowledging when they reviewed their personnel file.
- f) Under the Residency Requirements section, the Assistant Public Works Director position will be added. The guys questioned why the residency requirements for the police officers are different from theirs. The police officers can live within 6 miles of the school district and the residency requirements for the Village of Freeburg employees states within the boundaries of the Freeburg High School district or within the boundaries of the Village, whichever is greater. Dennis said he would have to check the contract. He thought the police officers were under the same requirement.
- g) The employees were concerned with the language contained in the section, "Employee Work Rules," starting on page 32. Group A consisted of a listing of violations so serious the employee could be immediately discharged. For example, Shane said number 8 is failure to follow safety rules. He said if he forgot to wear his safety goggles, he could get fired then. The employees did not feel comfortable with the wording of some of the violations. Rita explained that a violation in Group A **may** result in discharge. You would still have a due process hearing in any possible discharge situation. The committee agreed to revisit Group A - C.
- h) Page 38 references vacations. Greg Eckels asked why the vacation is being capped. Trustee Smith said six weeks vacation is generous and you would have to work for the Village for 30 years to earn six weeks of vacation. Clark doesn't think it would affect that many employees and doesn't think it should be capped. Bob Elden commented the guys work very hard to get that vacation and said it is an incentive for longevity. Greg stated to cap the vacation would be a morale buster for them and asked if there was an underlying motive as to the change in policy. Julie compiled a list of vacation policies from other areas and will attach a copy to the minutes. Rita said we will look at the vacation policy again. Jane said our current vacation policy allows for no vacation the first year and would like to see the employee earn a day of vacation every two months the first year.
- i) On page 49, Steve asked that we assign a per diem amount for travel reimbursements. Ron said his expenses vary when traveling to Springfield, Illinois or Washington, D.C. The committee agreed to research federal guidelines.
- j) IMRF retirement information with regards to continuation of health insurance benefits will be added to the handbook.
- k) Normally, FMLA is available to businesses with more than 50 employees. John asked if we can offer it to employees. We will check on that.

a. Employee Requests: The list of requests from the public works employees was discussed, a copy of which is attached to the minutes. Shane said the raise request was self-explanatory. They are requesting the same raise the police officers received with their last contract. Shane also commented the pool managers are getting a 3.5% raise this year. They are requesting to receive three weeks after the completion of the seventh year instead of the ninth and receive four weeks after the completion of the fifteenth year and earn one day per year after the fourth week. They had asked for a health insurance

option after retirement and were advised they already receive that. They asked to receive two and one-half times their normal pay rate any time required to work outside of the normal 7:00 - 3:30 working day on holidays. They want to take their birthday holiday on any day of the week their birthday falls. Dennis commented that, if that policy is established, the selected day would have to be subject to supervisor's approval. The employees agreed. They would like to receive the Village rate for their utility bills. Both Charlie and Steve said they would have a problem explaining that to the taxpayers of Freeburg. Rita said these requests will be discussed in more detail at the next Personnel committee meeting.

b. Public Works On Call Status: Charlie summarized by stating we would institute the on call program based on a seniority list and having the employees fill in the dates from that or could have a lottery to determine the order. It would be the employee's responsibility to switch on their own as long as it was approved by their supervisor. Bob asked if it would just be one employee on call and John replied it would be 1 from water/sewer and 1 from electric. Greg Eckels asked what the parameters are? Do you have to stay in Freeburg when you are on call? John thinks we need to have a certain mileage limit assigned. John said it is problem finding guys to be on call on a holiday. Ron felt we should just start with assigning guys to be on call on a holiday and not every weekend. He said a possible compensation scenario would be for a guy to be on call Saturday and Sunday and would then get the following Friday off. Rita asked the employees if they have talked about it and they said they haven't. Rita said she would welcome their ideas and suggestions. Charlie said as we grow, this will become more of an issue and we can't continue to operate as we are currently. Mayor Danford indicated that this is a very important matter to him and he is concerned about service to the residents and safety of the Village employees. He indicated that it should be understood that some form of extra compensation for being on call will be considered.

3. Job Descriptions: Steve said he needs more detail but is not sure what that is. He said Ron's duties need to be more specific. Rita told the trustees to come back with some more ideas.

4. Employee clothing reimbursements: Not discussed.

B. NEW BUSINESS:

1. Employee status: Not discussed.

2. Approval of Executive Session Minutes: *Trustee Steve Smith motioned to approve the November 30, 2009 Executive Session Minutes and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.*

C. GENERAL CONCERNS: None.

D. PUBLIC PARTICIPATION: Chairperson Baker thanked everyone for attending the meeting.

ADJOURN: *Trustee Steve Smith motioned to adjourn at 8:32 p.m. and Trustee Charlie Mattern seconded the motion. All voting aye, motion carried.*

Julie Polson
Office Manager

