

**THE PUBLIC CAN PARTICIPATE THROUGH THE ZOOM CLOUD MEETING
APPLICATION AND CLICKING ON THE FOLLOWING LINK:**

Meeting ID: 447 872 7673

<https://us02web.zoom.us/j/4478727673>

We ask the public to mute their phone or mic until Public Participation
If you have any questions, please contact Matt Trout at mtrout@freeburg.com

REGULAR BOARD MEETING AGENDA – AUGUST 21, 2023 - 7:30 P.M.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Minutes of Previous Meeting
 - 4 – 1. August 7, 2023 – Board Meeting Minutes – **Exhibit A**
5. Finance
6. Treasurer's Report
7. Attorney's Report
8. ESDA Report – ESDA Report for August 7, 2023 – **Exhibit B**
9. Public Participation
10. Reports and Correspondence –
 - 10 – 1. Zoning Administrator's Report – **None**
 - 10 – 2. Combined Planning and Zoning Board Report – **Exhibit C**
 - 10 – 2. National Rail Safety Week Proclamation – **Exhibit D**
11. Recommendations of Boards and Commissions
12. Contracts, Releases, Agreements and Annexations
13. Bids
14. Resolutions –
 - 14 – 1. Resolution #23-14: A Resolution Authorizing a Representative to Sign Loan Documents – **Exhibit E**
15. Ordinances:
 - 15 – 1. Ordinance #1768: An Ordinance Amending the Traffic Schedule (Stop Sign) – **Exhibit F**
 - 15 – 2. Ordinance #1769: An Ordinance Amending Chapter 1 of the Revised Code (Village Engineer) – **Exh.G**
16. Old Business
17. New Business
18. Appointments
19. Committee Meeting Minutes/Recommendations
 - 19 – 1. Electric Committee Meeting – Wednesday, August 16, 2023 – 5:30 p.m. – **Exhibit H**
 - 19-1a. Recommend AgriCycle's Quote for Storm Debris Grinding Option #3 – **Exhibit I**
 - 19-1b. Recommend Project Request #23-09, Maintenance Inspection at a cost of \$6,550 – **Exh. J**
 - 19-1c. Recommend CD #51335017 Withdrawal and Reinvest at 3.19% for 60 months
 - 19 – 2. Water/Sewer Committee Meeting – Wednesday, July 12, 2023 – 5:45 p.m. – **Exhibit K**
 - 19-2a. Recommend TWM Invoice #80402 in the amount of \$1,200 and Invoice #80403 in the Amount of \$2,000 for Approval – **Exhibit L**
 - 19-2b. Recommend Resolution for Representative to Sign Loan Documents – see item #14-1
 - 19 – 3. Streets Committee Meeting – Wednesday, August 16, 2023 – 6:00 p.m. – **Exhibit M**
 - 19-3a. Recommend Stop Sign be installed at Marketplace/N. Edison – see item #15-1
 - 19-3b. Recommend Village Engineer/Zoning Administrator Job Description – see item #15-2
 - 19-3c. Recommend Stan Ruhmann be promoted to the Sergeant Position
20. Upcoming Meetings
 - 20 – 1. Finance Committee Meeting – Wednesday, August 30, 2023 – 5:30 p.m.
 - 20 – 2. Legal/Ordinance Committee Meeting – Wednesday, August 30, 2023 – 5:45 p.m.
 - 20 – 3. Personnel/Police Committee Meeting – Wednesday, August 30, 2023 – 6:00 p.m.
 - 20 – 4. Board Meeting – Tuesday, September 5, 2023 – 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)]; litigation [5 ILCS, 120/2 - (c)(11)]; real estate transactions [5 ILCS, 120/2 - (c)(5)]; collective negotiating matters between the public body and its employees or their representatives [5 ILCS 120/2 (C)(2)].

VILLAGE PRESIDENT
Seth Speiser

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Ray Matchett, Jr.
Lisa Meehling
Mike Blaies
Tom Carpenter
Michael Heap
Robert Kaiser

VILLAGE TREASURER
Bryan A. Vogel

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

**INTERIM
VILLAGE ADMINISTRATOR**
Matt Trout

PUBLIC WORKS DIRECTOR
John Tolan

POLICE CHIEF
Michael J. Schutzenhofer

ESDA COORDINATOR
Eugene Kramer

VILLAGE ATTORNEY
Weilmuenster Keck Brown, P.C.

VILLAGE OF FREEBURG, ILLINOIS BOARD MEETING MINUTES MONDAY, AUGUST 7, 2023 @ 7:30 P.M.

CALL TO ORDER: Mayor Seth Speiser called the Regular Board Meeting to order at 7:30 p.m., on Monday, August 7, 2023, in the Freeburg Municipal Board Room. Presentation of the meeting was also conducted by Zoom video conferencing. Village Hall was open to the public.

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

ROLL CALL: Trustee Robert (Bob) Kaiser – here; Trustee Ramon Matchett, Jr. – here; Trustee James (Mike) Blaies – here; Trustee Michael (Mike) Heap – here; Trustee Elizabeth (Lisa) Meehling – here; Trustee Tom Carpenter – here; Mayor Seth Speiser – here; (7 present, 0 absent) Mayor Seth Speiser announced there is a quorum.

EXHIBIT A:

Mayor Speiser stated we have the minutes of the Regular Board Meeting Monday, July 17, 2023 for approval.

Trustee Elizabeth (Lisa) Meehling to accept the minutes from the Regular Board Meeting Monday, July 17, 2023, and Trustee James (Mike) Blaies motioned seconded the motion. All voting aye, the motion carried.

EXHIBIT B:

FINANCE:

Trustee Tom Carpenter (Chairperson) reported on the Finance Committee Meeting held on Wednesday, July 26, 2023 at 5:30 p.m.

- 1. REVISE OF BOARD LISTS:** Trustee Carpenter said we Reviewed the Board Lists and discussed specific listings: Interface Security System; Freeburg Printing & Publishing.
- 2. REVIEW OF INVESTMENTS:** Trustee Carpenter said we have no CD's maturing until June of 2024. We talked about cashing in one of our CD's early. We do have one CD coming due December 3, 2024 with interest rate of 2.15%. Village Treasurer Bryan Vogel would like to cash that in early and put it into a 7-month CD at Citizens with a 5% interest rate. Trustee Carpenter said he would like to make a motion.

Village of Freeburg Board Meeting Minutes
Wednesday, August 7, 2023
Page 1 of 6

Trustee Tom Carpenter motioned to Table cashing in the CD #51335017 until further notice and Trustee Ramon Matchett, Jr. seconded the motion. ROLL CALL: All voting aye, motion carried.

3. **INCOME STATEMENT:** Trustee Carpenter said Interim Village Administrator Matt Trout said that he and Laura reviewed the statement. We would be around 32-33% right now They do not see anything of issues at this time

TREASURER'S REPORT: None.

FUND AND ACCOUNT BALANCE REPORT:

Interim Village Administrator Matt Trout said Tony had mentioned the need to look at the water fund and raising rates in the next three months. Matt said everyone has been working on this, and thinks the main reason we are seeing this deficit is due to 100% of the money going into the insurance stability fund. We cannot wait for a rate study from the water project. We are meeting with TWM next week, and Jon has reached out to Illinois Rural Water. John said the goal for the meeting with TWM is to get a better idea of the rate increase for the project and if can be tied into a water rate increase at the same time.

OLD BUSINESS:

NEW BUSINESS:

1. Veteran's Property Tax Relief Reimbursement Program: Interim Village Administrator Matt Trout said that is a state pilot program that St. Clair County is included in. The veteran's tax has to make up 2.5% of our EAV. He has reached out to Dina at the county clerk's office. They are handling everything and are working with the state's attorney and treasurer's office. The first year will be reimbursed at 45% and 90% after that. We will receive additional information once the county has it figured out.

2. Trustee Carpenter stated we have received St. Clair County's Park Grant Application for this year. Normally, the grants awarded amount to \$25,000 and this year's grant is \$50,000. We discussed items needed with John and Scott. We are liking for a shed structure over the playground and an ADA sidewalk around the back side where the bleacher is.

TREASURER'S REPORT: None.

ATTORNEY'S REPORT: None.

EXHIBIT C:

ESDA REPORT: Mayor Speiser called on ESDA Coordinator Gene Kramer. Gene was not present. Mayor Speiser said if you have any questions on Gene's ESDA Report call him.

PUBLIC PARTICIPATION: None

REPORTS AND CORRESPONDENCE:

EXHIBIT C:

ZONING ADMINISTRATOR'S REPORT FOR JULY 17, 2023: None.

2. Mayor Speiser read the Black Knights Drum & Bugle Corps Proclamation.

RECOMMENDATIONS OF BOARDS AND COMMISSIONS: None.

CONTRACTS, RELEASES, AGREEMENTS & ANNEXATIONS: None.

BIDS: None.

RESOLUTIONS: None.

ORDINANCE: None.

OLD BUSINESS: None.

NEW BUSINESS: None.

APPOINTMENTS: None.

COMMITTEE MEETING REPORTS:

EXHIBIT D:

Legal/Ordinance Committee Meeting:

Trustee Michael (Mike) Heap reported on the Legal/Ordinance Committee Meeting held on Wednesday, July 26, 2023 at 5:55 p.m.

The following item or items were talked about or discussed:

OLD BUSINESS:

1. Zoning Report/Nuisance Properties: Trustee Heap said Interim Village Administrator Matt Trout reported 8 building permits, 2 sheds, 1 sign, 2 decks/patio, 1 fence, 1 new home. With regard to nuisance properties, he has a list of properties that need to be addressed. The demolition on Cardinal Court has started.

2. Meadow Pines/Edison Estates Subdivisions: Trustee Heap said Matt has nothing new to report. John advised the committee the detention area at Meadow Pines has been cleaned out.

3. Despain Property: Trustee Heap said we have not heard anything just yet.

2. Sunset Ridge/Phil Sheets Detention Area: Trustee Heap said Attorney Keck is working on this.

NEW BUSINESS:

1. Riess/Murphy Preliminary Plat: Trustee Heap said we talked about the Preliminary Plat. The Combined Planning and Zoning Board will discuss the preliminary plat at their next meeting on Tuesday, August 8th.

Trustee Heap advised we will have an Area Bulk Variance hearing on August 8th for the resident's shed to encroach on the 25-foot road setback.

GENERAL CONCERNS: None.

PUBLIC PARTICIPATION: None.

EXHIBIT S:

Personnel/Police Committee Meeting:

Trustee Elizabeth (Lisa) Meehling (Chairperson) reported on the Personnel/Police Committee Meeting held on Wednesday, July 26, 2023 at 6:09 p.m.

POLICE:

OLD BUSIENSS:

1. Project "Request #23-06 In Car and Body Cameras": Trustee Meehling said the labor was not included. Trustee Meehling stated at this time she would like to make a motion.

*Trustee Elizabeth (Lisa) Meehling motion to approve Defender Project Solutions Quote #DPS-Q-22-132 in the amount of \$6,600 for labor, and Trustee James (Mike) Blaies seconded the motion. **ROLL CALL:** Trustee Elizabeth (Lisa) Meehling – aye; Trustee James (Mike) Blaies – aye; Trustee Michael (Mike) Heap – aye; Trustee Tom Carpenter – aye, Trustee Ramon Matchett, Jr. – aye; Trustee Robert (Bob) Kaiser – aye; (6 ayes 0 nays, 0 absent). **All voting aye, motion carried.***

Trustee Meehling said Chief Schutzenhofer summarized the calls since last meeting. Calls regarding the recent solicitors not following our code have been received and addressed.

NEW BUSINESS:

1. Sergeant Position Update: Trustee Meehling said Matt advised the committee we are going to interview all the applicants and will have something at the next committee meeting.

Chief Schutzenhofer advised the committee he and Matt met with Dr. Brink regarding the upcoming school year. It will be a part-time position this year. Dr. Brink would like a schedule of what officer will be there each day. Officer Brittney and Officer Scott will rotate the shift with one working 3 days a week and the other 2, and then switching the following week.

PERSONNEL:

OLD BUSINESS:

1: CDL: Trustee Meehling said Interim Village Administrator Matt Trout said he and Public Works Director John Tolan and Attorney Keck. They do not see a way around having to do this. They will start working on this issue.

NEW BUSINESS:

1. Stop Sign at Market Place and N. Edison: Trustee Meehling said those with private property do not require an ordinance. We will talk to Country Mart. Our public workers crew can put one up. Mayor Speiser asked to have them sign off on it.

Trustee Meehling said we discussed hiring a public work employee. At this time, she would like to make a motion.

Trustee Elizabeth (Lisa) Meehling motioned to the hire of Bill May as crew worker, and Trustee James (Mike) Blaies seconded the motion. ROLL CALL: Trustee Elizabeth (Lisa) Meehling – aye; Trustee James (Mike) Blaies – aye; Trustee Michael (Mike) Heap – aye; Trustee Tom Carpenter – aye, Trustee Ramon Matchett, Jr. – aye; Trustee Robert (Bob) Kaiser – aye; (6 ayes 0 nays, 0 absent). **All voting aye, motion carried.**

GENERAL CONCERNS: None

PUBLIC PARTICIPATION: None

UPCOMING MEETINGS:

Combined Planning/Zoning Board – Tuesday, August 8, 2023 – 6:00 p.m.

Electric Committee Meeting – Wednesday, August 16, 2023 – 5:30 p.m.

Water/Sewer Committee Meeting – Wednesday, August 16, 2023 – 5:45 p.m.

Streets Committee Meeting – Wednesday, August 16, 2023 – 6:00 p.m.

Board Meeting – Monday, August 21, 2023 – 7:30 p.m.

VILLAGE MAYOR, VILLAGE CLERK & TRUSTEES' COMMENTS:

Trustee Tom Carpenter – No thank you.

Trustee Elizabeth Meehling – Welcome Bill and congratulation to the Black Knights on their Proclamation.

Trustee Michael (Mike) Heap – Welcome Bill.

Village Clerk Jerry Menard – Welcome Bill.

Trustee James (Mike) Blaies – Welcome Bill to the village.

Trustee Ramon Matchett, Jr. – Welcome Bill.

Trustee Robert (Bob) Kaiser – Welcome Bill.

Mayor Seth Speiser –

STAFF COMMENTS:

Public Works Director John Tolan – Welcome Bill. Just to let everyone know Bill starts the week-end of the homecoming.

Interim Administrator Matt Trout – If anyone would like to go to the IML, let him know.

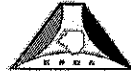
Chief of Police Mike Schutzenhofer – Welcome Bill.

ADJOURNMENT: Mayor Seth Speiser called for a motion to adjourn the meeting.

Trustee Elizabeth (Lisa) Meehling motioned to adjourn the Regular Board meeting of Monday, August 7, 2023 at 7:45 p.m. and Trustee Michael (Mike) Heap seconded the motion. All voting aye, the motion carried.



Jerry Lynn Menard
Village Clerk



Freeburg ESDA Report Sept. 5, 2023

1. Coordinator contact with St. Louis National Weather Service office for Event IDSS forecast support for: Freeburg Homecoming event AND Fall Festival event, August & Sept. 2023. Necessary forms were completed and confirmation on NWS support acknowledgement confirmed.
2. Contact with County EMA-HSD concerning progress on the new tornado siren equipment installation and controller training. Advised by Deputy Coordinator that ATI vendor has time delays with siren controllers (Motorola receivers for each siren). Project will continue once the receiver controller issue has been resolved with ATI.
3. Numerous Severe Weather alerts were activated the ESDA office into EOC mode with many alerts after 12 midnight!
4. August 21, 2023: A severe thunderstorm WARNING was issued for the area at 4:46 AM and valid until 5:45 AM. The hazard from these thunderstorms were 60-65 mph winds, per NWS STL. ESDA office measured a 45 mph gust on the storms passing the area. The Community storm shelter at St. Paul's U.C.C was activated with shelter managers.
5. Scheduling for month of August 2023 for StormReady® recertification meeting and adjoining paperwork to continue to qualify for this status with NWS St. Louis.
6. Weekly ARES®/RACES® communications conducted from ESDA office every Tuesday evening at 6:30PM for entire county communications support/interface operations. (KC9NPN/WA9TZL).
7. Activation of Freeburg ESDDA office for EOC communication operation during the Freeburg Homecoming parade on Saturday Aug.19th, 2023 starting at 4:00 pm. This activation is a yearly operation to provide an interface for support public safety communications with Police, Fire and Public Works departments as well as the St. Louis National Weather Service office.

Submitted by Eugene Kramer, Coord., Freeburg ESDA

VILLAGE OF FREEBURG MEMORANDUM

DATE: August 18th, 2023
TO: Village of Freeburg Board
FROM: Matt Trout, Zoning Administrator
RE: Combined Planning and Zoning Board Meeting August 8th, 2023

On Tuesday, August 8th, 2023, the above board held its monthly meeting. At 6:00 pm, the Combined Planning and Zoning Board opened the meeting with a variance hearing.

At 6:00 pm Chairman Woodward opened the variance hearing with a request from Robert McDonald at 309 N. Dewey St. Mr. McDonald would like to build a shed that encroaches on the 25' road right of way setback. Administrator Trout mentioned that he met with Mr. McDonald at his property to explain his options and the standards for variances. Frank Heiligenstein spoke on behalf of Mr. McDonald. He stated that this would improve the property and the area. The board discussed the smaller lots and the area around the property. Administrator Trout and Chairman Woodward discussed the standards for variances. Both believed that Mr. McDonald did not meet them. There was a discussion of a large tree in the middle of the property that could either die or need to be removed for the structure to be built with the 25' setback. Several members of the board believe the hardship could be the tree.

Lee Smith *motioned to approve the variance due to the hardship of the large older tree being in the way.* Gary Mack *Seconded the motion.* **ROLL CALL VOTE:** Lee Smith - yes, Gary Mack - yes, Dirk Downen - yes, Rita Green - absent, Gary Henning - absent, Terry Gamblin - absent, and Steve Woodward - yes. With 4 yes votes and 0 no votes, the motion passed.

The second item discussed on the agenda was the preliminary plat for the Riess/Murphy Development on North State St. The Murphy's and Netemeyer Engineering were in attendance to discuss the plan going forward. They believe they addressed many of the concerns of the board and public at the rezoning hearing by moving the detention lake, the looping of streets and parking lots, and the higher density units to the north along the storage/industrial area. They are still awaiting IDOT's final approval of the traffic study, but they believe they will be approved shortly. Public Works Director John Tolan asked about how the utilities will be set up in the buildings for planning purposes. The Murphy's believe it would be best to have all utilities enter the buildings from the closest end. Administrator Trout asked about their lift station and the sanitary sewer line leaving the property. He does not think it is a good idea to take that through a small 10' easement between Town and Country Ln and the new Dollar General. He thinks it would be best to take it out on the property they own and control. This will help them start off on the right foot with the neighbors. The developers said they would look at all of that during the engineering phase of this project.

Gary Mack *motioned to recommend the approval of the Preliminary Plat to the Village Board.* Lee Smith *Seconded the motion.* **ROLL CALL VOTE:** Gary Mack - yes, Lee Smith - yes, Dirk Downen - yes, Terry Gamblin - absent, Gary Henning - absent, Rita Green - absent, and Steve Woodward - yes. With 4 yes votes and 0 no votes, the motion passed. The Village Board will take Final Action on the Preliminary Plat on August 21st, 2023.

cc: Seth Speiser, Mayor of Freeburg

**Proclamation
National Rail Safety Week**

WHEREAS *Rail Safety Week* is to be held across the U.S. from September 18 to 24, 2023;

WHEREAS, 2,194 rail grade crossing collisions resulted in 803 personal injuries and were responsible for 274 fatalities in the United States during 2022; and

WHEREAS, 1,208 pedestrian trespassing casualties have occurred in the United States resulting in 658 pedestrians being killed and another 550 injured while trespassing on railroad property rights of way during 2022; and

WHEREAS, educating and informing the public about rail safety (reminding the public that railroad right of ways are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws) will reduce the number of avoidable fatalities and injuries cause by incidents involving trains and citizens; and

WHEREAS, the International Association of Chiefs of Police, National Operation Lifesaver, United States Department of Transportation, and all local, state, county, and railroad law enforcement officers, first responders, and railroad corporations commit to partnering together in an effort to educate at a national level all aspects of railroad safety, to enforce applicable laws in support of National Rail Safety Week;

THEREFORE, I, Seth E. Speiser, do hereby attest my full support proclaiming September 18th to 24th, 2023, National Rail Safety Week and I encourage all citizens to recognize the importance of rail safety education.

Seth E. Speiser
Village President

Jerry Lynn Menard
Village Clerk



Resolution No. 23-14

A Resolution of the Board of Trustees of the Village of Freeburg, Illinois
Authorizing a Representative to Sign Loan Documents

Project: Wastewater Treatment Expansion
L17-5360

WHEREAS, application provisions for loans from the Public Water Supply Loan Program for construction of public water supply facilities require that the Village of Freeburg authorize a representative to sign the loan application forms and supporting documents;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF FREEBURG, ILLINOIS, THAT:

SECTION 1: The recitals set for above hereby adopted are found to be true and correct and incorporated by reference as if fully set forth herein.

SECTION 2: The Mayor or Village Administrator of the Village of Freeburg, are hereby authorized to sign all loan application forms and documents.

SECTION 3: This Resolution shall be in full force and effect after its passage and approval as provided by law.

ADOPTED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF FREEBURG, ILLINOIS THIS _____ DAY OF AUGUST, 2023.

Vote recorded:

Ayes _____	Nays _____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

RESOLUTION #23-14 cont.

Absent _____ Abstain _____

PASSED BY THE VILLAGE BOARD OF THE VILLAGE OF FREEBURG, ILLINOIS, ST. CLAIR COUNTY, AND APPROVED BY THE VILLAGE PRESIDENT THIS _____ DAY OF AUGUST, 2023.

Vote Recorded By:

Jerry Menard, Village Clerk

Approved by the Village President of the Village of Freeburg, St. Clair County, Illinois, this ____ day of AUGUST, 2023.

Seth E. Speiser, Village President

ATTEST:

Jerry Menard, Village Clerk

ORDINANCE NO. 1769**AN ORDINANCE AMENDING CHAPTER 1 OF THE REVISED
CODE OF THE VILLAGE OF FREEBURG, ST. CLAIR, COUNTY, ILLINOIS
(Administration – Revise Village Engineer Position)**

WHEREAS, the Board of Trustees has determined that it is in the best interest of the Village to revise the position of Village Engineer.

NOW, THEREFORE, be it ordained by the Board of Trustees of the Village of Freeburg, St. Clair County, Illinois as follows:

DIVISION XII. VILLAGE ENGINEER

1-2-133 through 1-2-136 will be replaced with the following:

1-2-133. CRITERIA FOR OFFICE.

- A. The Village Engineer shall be appointed on the basis of education and professional ability. The appointment shall be made without regard to political considerations, race, religion, age, or sex.

1-2-134. RESIDENCY.

- A. Must reside within a 30-mile radius from Village Hall (Freeburg) within 180 days of hire.

1-2-135. TERM OF OFFICE.

- A. The Village Engineer shall serve at the pleasure of the Mayor and the Board of Trustees.

1-2-136. COMPENSATION.

- A. The Village Engineer shall receive such compensation as shall be designated and approved by the Village President and Board of Trustees.

1-2-137. REMOVAL FROM OFFICE.

- A. The Village President, with the approval of the Board of Trustees, may remove the Village Engineer at any time pursuant to the requirements for removal of office established by the Illinois Municipal Code. (1978 Code § 1-16-2)

1-2-138. DUTIES.

- A. The Village Engineer shall be responsible for assisting with the overall village administration and enforcement of the Village of Freeburg Ordinances.
- B. Attend all Committee and Board Meetings.
- C. Serve as the project manager for capital, infrastructure and development projects.
- D. Perform the essential zoning duties when the Zoning Administrator position is not filled.
- E. Assist the Village Administrator in the management of the day-to-day operations.
- F. Coordinates the enforcement of ordinances, policies and codes of the Village of Freeburg.
- G. Coordinate activities between the departments through each department head to ensure efficient utilization of resources and maximize interdepartmental coordination.
- H. Prepares various written materials in draft and final form, including ordinances, contracts and presentations. Assists in developing reports, memos, correspondence, notices and other information about programs and services.
- I. Assist in negotiating contracts with consultants, agencies, and developers.
- J. Manages and supervises the engineering functions of the Village.
- K. Assists in the management, operation, maintenance and capital improvement program for the public infrastructure of the Village.

ORDINANCE NO. 1769 cont.

- L. Coordinates with the Public Works Director on projects and is responsible for engineering responsibilities for streets, water, sewer, electric power, and public and private development construction.
- M. Coordinates/interacts with other departments and outside agencies (IEPA, IDNR and IDOT/MFT program).
- N. Reviews site development plans, subdivision plats and construction documents for compliance with Village Codes and standards.
- O. Reviews and ensures compliance to Federal/State Environmental Protection Agency (EPA/IEPA) policies and regulations; initiates and prepares construction and operating permit applications for IEPA approval; reviews and assesses compliance to other government policies and regulations (e.g., ADA); maintains files (specifications, drawings) on Village's water, wastewater, stormwater, street and electric systems. Provides technical support for the Capacity, Management, Operations and Maintenance (CMOM) program.
- P. Responsible for all Village-wide construction standards and practices – sewer, water, electric, storm drainage and streets development standards – and updates to such standards and practices.
- Q. Oversees project contracts. Prepares plans and specifications; reviews consultant designs, cost estimates and makes modifications. Advertises for contract bids, prepares award recommendations and processes confirmed contracts. Initiates and directs contract work, reviews work estimates and progress payments, chairs pre-construction conferences, performs or delegates inspections and inspects contract work quality and progress reports, and verifies compliance with all contract requirements. Performs contract close-outs, verifies resolution of liens, reviews final payments, and verifies final documentation and drawings for files.
- R. Assists real estate acquisitions, deeds and easements; coordinates with various constituencies affected by department activities.
- S. Assist in preparing the Village's annual budget, tax levy and appropriation ordinance.
- T. Provide input and assist in completing the annual 3-5 year plan and review with the Mayor and Board of Trustees.
- U. Participate in developing and implementing economic development programs for the Village including business retention, expansion and recruitment.
- V. Assist the Village Administrator in the research and preparation of grant applications.
- W. Submits, at least monthly, a report of zoning permit fees collected to the Village Board.
- X. Works with the appropriate staff or offices (including the Village Clerk, Combined Planning and Zoning Board, Office Manager) to prepare, publish, post, send and/or deliver public notices and/or meetings and hearings.
- Y. Performs related duties as assigned.

1-2-138.1. PUBLIC RELATIONS, ASSISTANCE, PERSONAL DEVELOPMENT:

- A. Ability to work and communicate with elected and appointed officials and the public with appropriate etiquette and diplomacy.
- B. Assists the general public, applicants, developers and their representatives with zoning inquiries, proposals and applications.
- C. Attends professional schools, seminars and/or conferences as needed to stay up-t-date on laws, zoning trends, and other information pertinent to zoning and village administration.
- D. Be accessible to the public with established hours at Village Hall.
- E. Attend educational training to stay up to date with engineering codes and standards.

ORDINANCE NO. 1769 cont.

1-2-138.2. WORKING CONDITIONS/ENVIRONMENTAL FACTORS:

- A. Exposure to outdoor weather conditions and exposure to environmental allergens (grasses, weeds, pollens, fumes, dust, trees).
- B. Subject to irregular or extended working hours to meet schedules and respond to issues as quickly as possible.
- C. Office environment and travel to multiple locations to attend meetings.

1-2-138.3. PHYSICAL REQUIREMENTS:

- A. Ability to quickly bend, stretch, twist or reach out with one's body, arms, and/or legs.
- B. Ability to climb staircases, ladders and/or step stools.
- C. Ability to lift and/or regularly move a maximum of 25 pounds.
- D. Ability to respond to emergency calls outside of regular shift hours and occasionally work irregular shifts due to personnel shortage, workload, work in progress and emergencies.
- E. Ability to traverse rough and/or uneven surfaces to conduct project inspections.
- F. Ability to drive a motor vehicle to attend various meetings, site inspections and other functions.

1-2-138.4. EDUCATION, TRAINING AND EXPERIENCE:

- A. Bachelor of Science in Civil Engineering or a related field.
- B. Licensed Engineer in the State of Illinois.
- C. Excellent working knowledge of the principles of municipal government.
- D. Three years' experience in Municipal Government or related field.
- E. Excellent written and oral communication skills and telephone etiquette skills are essential.

1-1-138.5. LICENSURE, CERTIFICATION OR OTHER QUALIFICATIONS:

- A. Must reside within a 30-mile radius of Village Hall (Freeburg) within 180 days of hire.
- B. Valid Illinois Driver's License with a driving record acceptable to the village.

1-1-138.6. MENTAL REQUIREMENTS:

- A. Constant mental alertness and attention to detail to ensure work is performed in compliance with all specifications/regulations and to maintain a safe work environment.
- B. Must possess excellent planning/organizational skills and the ability to delegate work to ensure the completion of all projects within the required deadlines.
- C. Must be able to use independent judgment, problem-solving skills and the ability to apply knowledge and experience to all situations to determine materials, parts and equipment requirements.

1-1-138.7. KNOWLEDGE, SKILLS, ABILITIES AND OTHER WORK REQUIREMENTS.

- A. Experience with federal, state and local laws, ordinances, rules and regulations relating to municipal government.
- B. Ability to plan, organize, control and direct a Village's activities, services, operations, budgets and policy formulation.
- C. Ability to negotiate and administer contracts with outside vendors and service providers.
- D. Ability to develop a vision for the future and set the steps to reach specific goals.
- E. Ability to effectively and persuasively communicate, both verbally and in writing.
- F. Experience with laws, rules and regulations related to assigned duties.
- G. Pass a Village of Freeburg drug test, physical examination and be able to perform essential job functions.
- H. The preceding statements describe the general nature and level of work performed by the individual assigned to this position. This is not an exhaustive list of all duties, responsibilities and skills required for this position. Nothing in this job description restricts management's right to assign or reassign duties, tasks and responsibilities to this job at any time.

ORDINANCE NO. 1769 cont.

The ordinance becomes effective after its passage and publication as prescribed by law.

PASSED BY THE VILLAGE BOARD OF THE VILLAGE OF FREEBURG, ILLINOIS, ST. CLAIR COUNTY, AND APPROVED BY THE VILLAGE PRESIDENT THIS ____ DAY OF August, 2023.

AYES _____

NAYS _____

ABSENT _____

ABSTAIN _____

Approved this ____ day of August, 2023.

Seth E. Speiser
Village President

ATTEST:

Approval as to Legal Form:

Jerry Lynn Menard
Village Clerk

Village Attorney

VILLAGE PRESIDENT
Seth Speiser

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Ray Matchett, Jr.
Lisa Meehling
Mike Blaies
Tom Carpenter
Michael Heap
Robert Kaiser

VILLAGE TREASURER
Bryan A. Vogel

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

INTERIM
VILLAGE ADMINISTRATOR
Matt Trout

PUBLIC WORKS DIRECTOR
John Tolan

POLICE CHIEF
Michael J. Schutzenhofer

ESDA COORDINATOR
Eugene Kramer

VILLAGE ATTORNEY
Weilmuenster Keck Brown, P.C.

ELECTRIC COMMITTEE MEETING
(Blaies/Carpenter/Heap/Meehling)
Wednesday, August 16, 2023 at 5:30 p.m.

The meeting of the Electric Committee was called to order at 5:31 p.m. on Wednesday, August 16, 2023 by Chairperson Mike Blaies. Committee members present were Chairman Mike Blaies, Trustee Tom Carpenter, Trustee Mike Heap, Trustee Lisa Meehling, Mayor Seth Speiser, Village Clerk Jerry Menard, Trustee Bob Kaiser, Trustee Ray Matchett, Treasurer Bryan Vogel, Public Works Director John Tolan, Police Chief Mike Schutzenhofer, Head Lineman Shane Krauss (absent), Village Attorney Fred Keck, Interim Village Administrator Matt Trout, Crew Leader Bob Jenkins (5:43 p.m.), and Office Manager Julie Polson. Guests present: Janet Baechle and Charlie Mattern (6:07 p.m.). There were no guests present via Zoom.

A. OLD BUSINESS:

1. Approval of July 12, 2023 Minutes: Trustee Tom Carpenter motioned to recommend to the full Board approval of the July 12, 2023 minutes, and Trustee Lisa Meehling seconded the motion. All voting yea, the motion carried.
2. Customer Issues: Public Works Director John Tolan reported the electric crews have been dealing with limbs falling on our wires from previous storms. There were not any substantial outages.
3. IMEA Energy Efficiency Grant: John has nothing new to report.
4. Cemetery Road Line Extension: John has nothing to report. Mayor Speiser advised the lots are starting to sell.
5. Storm Update – Tub Grinder Quote: John recommends option 3 where AgriCycle will handle everything. They will leave 750 yards of mulch, and it will cost approximately, \$13,000 for 1.5 days work. Village Administrator Matt Trout has submitted our costs of almost \$75,000 to St. Clair County but has not heard back from them. This was a substantial storm, and Matt advised we don't have many options and need to get the debris cleaned up.

Trustee Lisa Meehling motioned to recommend to the full Board to hire AgriCycle's Option #3 to remove the storm debris, and Trustee Tom Carpenter seconded the motion. All voting yea, the motion carried.

B. NEW BUSINESS:

1. Project #23-09: South Substation Switchgear Replacement: John said Shane met with a vendor at an IMEA conference who suggested looking into a retrofit situation for the breaker. The cost to replace a breaker would be \$204,526. Instead, Shane is proposing a maintenance inspection at a cost of \$6,550 in this year's budget, and if applicable, plan on the \$80,333 in next year's budget to have a replacement retrofit breaker installed. We do not want our equipment failing, so it doesn't hurt to perform the preventative maintenance on the equipment.

Electric Committee Meeting Minutes
Wednesday, August 16, 2023
Page 1 of 2

Trustee Tom Carpenter motioned to recommend to the full Board approval of Fletcher Reinhard's Quote in the amount of \$6,550 for the preventative maintenance, and Trustee Lisa Meehling seconded the motion. All voting yea, the motion carried.

Treasurer Bryan Vogel advised we have options on the CD that amounts to \$181,000 that renews on 12/31/27 at 2.42%. We can leave it as it, we can withdraw it and reinvest for 60 months at 3.19% and have a net increase of \$1,660. Option #3 would be to cash it in, incur the penalty and invest it for 7 months at 5% interest. Once that would expire, we would go out for another CD at around 2.19% to make it viable. He believes the best option is to cash it in and take the 60-month CD at 3.19%.

Trustee Tom Carpenter motioned to recommend to the full Board to cash in the \$181,000 CD and reinvest it at 3.19% for 5 years for net a profit of \$1,660, and Trustee Lisa Meehling seconded the motion. All voting yea, the motion carried.

Treasurer Vogel left the meeting at 5:51 p.m.

2. Executive Session to Discuss Litigation, 5 ILCS 120/2-(c)(11):

**EXECUTIVE SESSION
5:52 P.M.**

Trustee Lisa Meehling motioned to enter Executive Session citing Litigation, 5 ILCS, 120/2-(c)11 and Trustee Tom Carpenter seconded the motion. All voting yea, the motion carried.

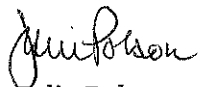
**EXECUTIVE SESSION ENDED
6:06 P.M.**

Trustee Lisa Meehling motioned to reconvene the regular session of the Electric Committee at 6:06 p.m., and Trustee Tom Carpenter seconded the motion. All voting yea, the motion carried.

C. GENERAL CONCERNS: None.

D. PUBLIC PARTICIPATION: None

E. ADJOURN: *Trustee Tom Carpenter motioned to adjourn at 6:08 p.m., and Trustee Lisa Meehling seconded the motion. All voting yea, the motion carried.*



Julie Polson
Office Manager



39 Old Elam Avenue
Valley Park, MO 63088

Office: 636-861-0200
Fax: 636-861-5925

July 25, 2023

Proposal

Submitted To:

**John Tolan
Public Works Director
City of Freeburg, IL
14 Southgate Center
Freeburg, IL 62243**

Project:

City of Freeburg Storm Debris Grinding

Option #1: Agricycle to grind the debris using a tub grinder and leave the mulch onsite. City of Freeburg, IL to provide support equipment.

The following is AgriCycle, Inc.'s proposal to grind the brush, trees and stumps at the above-mentioned jobsite using a Morbark 1300b tub with 2- & 3-inch grates.

Item #1 - Mobilize a Morbark 1300b tub grinder to the above-mentioned jobsite.

Price: \$750

Item #2 - Provide a Morbark 1300b tub grinder with excavator and operator, fuel and all necessary wear parts to grind the trees and stumps at the above-mentioned job site.

**Price: \$10,200
(\$6800 per day – estimated 1.5 days)**

Option #2: Agricycle to grind the debris using a tub grinder and leave the mulch onsite. Agricycle Inc. to provide support equipment.

The following is AgriCycle, Inc.'s proposal to grind the brush, trees and stumps at the above-mentioned jobsite using a Morbark 1300b tub with 2- & 3-inch grates and provide support equipment.

Item #1 - Mobilize a Morbark 1300b tub grinder and a Cat 963 track loader to the above-mentioned jobsite.

Price: \$1500

Item #2 - Provide a Morbark 1300b tub grinder with excavator and operator, fuel and all necessary wear parts to grind the trees and stumps at the above-mentioned job site.

Price: \$13,200
(\$8800 per day – estimated 1.5 days)

Option #3: Agricycle to grind the debris using a horizontal grinder and haul off the woodchips produced by the grinding operation.

The following is AgriCycle, Inc.'s proposal to grind the brush, trees and stumps at the above-mentioned jobsite using a Vermeer HG6800XT horizontal grinder and haul off the woodchips.

Item #1 - Mobilize a Vermeer HG6800XT horizontal grinder to the above-mentioned jobsite.

Price: \$1500

Item #2 - Provide a Vermeer HG6800XT horizontal grinder with excavator and operator, fuel and all necessary wear parts to grind the trees and stumps at the above-mentioned job site.

Price: \$6800
(\$6800 per day – estimated 1 day)

Item #3 – Provide semi-trucks with 100 cubic yard walking floor trailers to haul and dispose of the debris produced by the grinding operation.

Price: \$2600
(\$2600 per day – estimated 1 day)

Option #4: Agricycle to grind the final material to 3" using a horizontal grinder and leave the woodchips onsite.

The following is AgriCycle, Inc.'s proposal to double grind a portion of the brush, trees and stumps at the above-mentioned jobsite using a Vermeer HG6800XT horizontal grinder and leave the woodchips onsite.

Item #1 - Provide a Vermeer HG6800XT horizontal grinder with 3" grates with excavator and operator, fuel and all necessary wear parts to grind the trees and stumps at the above-mentioned job site.

Price: \$850 per hour

- Estimates and quantities based on a measured yardage of roughly 2500 cubic yards as measured on July 25, 2023
- City of Freeburg, IL to provide adequate access for trucks and equipment to enter and exit the jobsite.
- Any additional on-site training required will be billed at \$75 per man hour.

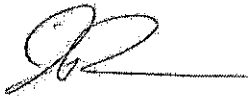
- Payment to be made within 30 days of partial and final billings.
- This price does not include saw work.

Exclusions:

- Surveying and layout
- Permits
- Erosion control & maintenance of erosion control
- Dust control
- Street cleaning
- Flagging of traffic
- Bid or performance bonds
- Retention

Thank you for your time and consideration. I look forward to the opportunity to work with you on this project. If you have any questions, please feel free to phone me at 636-861-0200 or my cell phone number is 314-495-8559

Sincerely,

A handwritten signature in black ink, appearing to be 'JD', with a horizontal line extending to the right.

Justin Davis
Project Estimator/ Manager

VILLAGE OF FREEBURG

Project Request Form

Request Date:	8/16/2023	Priority:	
Project Title:	10 MVA breaker replacement	Project Sponsor:	Shane
Project Address:	412 W High	Budget Year:	2024?

Funding Sources: (Circle One)

Tax Increase	Rate Increase	Requires Referendum	Grant	Bond Issue	MFT	Study Needed	Loan
(Circle) Electric	Water	Sewer	Streets	Police/ESDA	Other	Admin	Pool

Department: (Circle) **Electric**

Percentage: _____

Projected Construction Cost:		Proposed Start Date:	
Projected Design Engineering Cost:		Proposed Completion Date:	
Projected Construction Engineering Cost:		Need:	concern with aging breaker

Project Description:

option 1: Have maintenance inspection done for \$6550 and if applicable have replacement breaker installed for \$80,333 **option 2:** replace breaker with new unit and new relay for \$204,526

Requested IT Services:

Extra Information:

Vendor Information: Fletcher-Reinhardt VIPower services

Requestor's Signature _____ Date _____

Project Review Committee Only Below this Line

Project Review Committee: Electric 8/16/23

Decision: Approved Rejected Date _____

Supervisor's Signature _____ Date _____

Comments:



Fletcher-Reinhardt Company

Wholesale Distributors of Electric Utility and Industrial Equipment

FLETCHER-REINHARDT CO.
3105 CORPORATE EXCHANGE COURT
BRIDGETON, MO 63044
314-506-0700
Fax 314-506-0705



Quotation

QUOTE DATE	QUOTE NUMBER
06/21/2023	S1303190
FLETCHER-REINHARDT CO. 3105 CORPORATE EXCHANGE COURT BRIDGETON, MO 63044 314-506-0700 Fax 314-506-0705	PAGE NO.
	1 of 2

QUOTE TO:
FREEBURG VILLAGE
14 SOUTHGATE CENTER
FREEBURG, IL 62243

SHIP TO:
FREEBURG, VILLAGE OF
WAREHOUSE:POWER PLANT
412 W. HIGH STREET
FREEBURG, IL 62243

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
3255			Kris Thoele	
WRITER	SHIP VIA	TERMS	EXPIRE DATE	FREIGHT ALLOWED
Kevin Reinhardt	F-R TUESDAY-1	Net 30 Days	07/21/2023	Yes
ORDER QTY	DESCRIPTION		UNIT PRICE	COMMENTS
1ea	^Eaton EESS Maintenance and inspection Provide (2) engineers to perform preventative maintenance testing, cleaning, and inspection of (1) 4.16kV 2000A rated GE Magneblast a) Eaton will verify control circuits are 125Vdc ? modification of nameplate indicates a change was made from OEM b) Eaton will inspect cell to ensure no major concerns exist for investment into Eaton?s VHC Verticalto- Horizontal breaker replacement solution c) Eaton recommends planning for an 8-hour outage to accommodate scope of work A comprehensive engineering report including findings, test data, and recommendations will be furnished after completion of work		6550.000/ea	
** Continued on Next Page *			Subtotal	
			S&H Charges	
			Tax	
			Amount Due	

VILLAGE PRESIDENT

Seth Speiser

VILLAGE CLERK

Jerry Menard

VILLAGE TRUSTEES

Ray Matchett, Jr.

Lisa Meehling

Mike Blaies

Tom Carpenter

Michael Heap

Robert Kaiser

VILLAGE TREASURER

Bryan A. Vogel

VILLAGE OF FREEBURG**FREEBURG MUNICIPAL CENTER**

14 SOUTHGATE CENTER, FREEBURG, IL 62243

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Matt Trout

PUBLIC WORKS DIRECTOR

John Tolan

POLICE CHIEF

Michael J. Schutzenhofer

ESDA COORDINATOR

Eugene Kramer

VILLAGE ATTORNEY

Weilmuenster Keck Brown, P.C.

PUBLIC WORKS COMMITTEE MEETING

Trash/Water/Sewer

(Kaiser/Blaies/Heap/Meehling)

Wednesday, August 16, 2023 at 5:45 p.m.

The Public Works Committee Meeting was called to order at 6:08 p.m., on Wednesday, August 16, 2023, by Chairman Bob Kaiser. Members present were Chairman Bob Kaiser, Trustee Mike Blaies, Trustee Mike Heap, Trustee Lisa Meehling, Mayor Seth Speiser, Village Clerk Jerry Menard, Trustee Tom Carpenter, Trustee Ray Matchett, Village Attorney Fred Keck, Public Works Director John Tolan, Police Chief Mike Schutzenhofer, Interim Village Administrator Matt Trout, Crew Leader Bob Jenkins and Office Manager Julie Polson. Guests present: Janet Baechle, Charlie Mattern, Shirley Crouse, Charlene Jacobs, Lucy Hitsman and Tim Pruett. There were no guests present via Zoom.

A. OLD BUSINESS:

1. Approval of July 12, 2023 minutes: *Trustee Mike Blaies motioned to recommend to the full Board approval of the July 12, 2023 minutes, and Trustee Lisa Meehling seconded the motion.* All voting yea, the motion carried.
2. New Sewer Plant/Sewer Loan: Village Administrator Matt Trout advised all of the old tanks are down, and they have started moving dirt and clearing the area for the new fence. Public Works Director John Tolan stated Jeff Barnhard conducted training on the actual process of the plant. He and his crew were very prepared and explained everything. John commented it was very worthwhile. We are in need of the SCADA personnel, and the punchlist will be addressed next Thursday. Burns & McDonnell will have a computer technology specialist to explain all the programs. Currently, everything is being done manually, and John is pushing them to get this automated.
3. Sewer issues: None.
4. FSH Minutes: John reported two more customers switched over from the cast iron line to the FSH line.
5. Water System Study – TWM Invoices #80402 in the amount of \$1,200.00 and Invoice #80403 in the amount of \$2,000.00: Matt advised he and John met with Scott 2 weeks ago and provided TWM's proposed water rate increase. He and John will meet with Illinois Rural Water tomorrow morning regarding their water study. Matt advised this is his best guess on a new water rate that is projected out 10 years. These projections include the water system project improvements and building the fund back up. Matt doesn't think it is realistic to believe that we will get all the projects done within 5 years. He wants to compare the numbers from Illinois Rural Water to see if we are where we need to be. The water fund is broke and needs to be addressed. We will take this discussion to the next Finance committee meeting.

Water/Sewer Committee Meeting

Wednesday, August 16, 2023

Page 1 of 2

Trustee Mike Blaies motioned to recommend to the full Board approval of TWM Invoice #80402 in the amount of \$1,200.00, and Invoice #80403 in the amount of \$2,000.00, and Trustee Lisa Meehling seconded the motion. All voting yea, the motion carried.

6. Elevated Storage Tank Cleaning: John said we are waiting to be placed on the schedule. Item can be taken off the agenda.

B. NEW BUSINESS:

1. Certificate of Deposit #51335017 Maturing December 3, 2027: This was discussed in the Electric Committee Meeting.
2. Resolution #23-14: A Resolution Authorizing a Representative to Sign Loan Documents: EPA informed us this is now needed.

Trustee Lisa Meehling motioned to recommend to the full Board approval of Resolution #23-14, A Resolution Authorizing a Representative to Sign Loan Documents, and Trustee Mike Blaies seconded the motion. All voting yea, the motion carried.

C. GENERAL CONCERNS: None.

D. PUBLIC PARTICIPATION: None

E. ADJOURN: *Trustee Mike Blaies motioned to adjourn the meeting at 6:22 p.m., and Trustee Lisa Meehling seconded the motion. All voting yea, the motion carried.*



Julie Polson,
Office Manager

Invoice

Thouvenot, Wade, & Moerchen Inc.
 Exceptional Service.
 Nothing Less.



Tony Funderburg
 Village of Freeburg, IL
 14 Southgate Center
 Freeburg, IL 62243

July 31, 2023
 Project No: E39230314
 Invoice No: 80402

Project E39230314 Freeburg - SAVE Site Elevated Water Storage Tank
Consulting Services from June 30, 2023 to July 14, 2023

Fee

Total Fee	95,500.00		
Percent Complete	3.3508	Total Earned	3,200.00
		Previous Fee Billing	2,000.00
		Current Fee Billing	1,200.00
		Total Fee	1,200.00
		Total this Invoice	\$1,200.00

Please Remit Payment to: Thouvenot, Wade, and Moerchen Inc.- 4940 Old Collinsville Road - Swansea IL 62226 - TWM Reserves the Option to charge 1 1/2% (18% annual) against accounts more than 30 days past due. - Please return a copy of this invoice with payment. - Telephone 618.624.4488 - Fax 618.624.6688

Invoice

Thouvenot, Wade, & Moerchen Inc.
Exceptional Service.
Nothing Less.



Tony Funderburg
Village of Freeburg, IL
14 Southgate Center
Freeburg, IL 62243

July 31, 2023
Project No: E39230313
Invoice No: 80403

Project E39230313 Freeburg - Phase 2 Water Main Upgrades
Consulting Services from June 26, 2023 to July 14, 2023

Fee			
Total Fee	198,500.00		
Percent Complete	2.267	Total Earned	4,500.00
		Previous Fee Billing	2,500.00
		Current Fee Billing	2,000.00
		Total Fee	2,000.00
		Total this Invoice	\$2,000.00

Please Remit Payment to: Thouvenot, Wade, and Moerchen Inc.- 4940 Old Collinsville Road - Swansea IL 62226 - TWM Reserves the Option to charge 1 1/2% (18% annual) against accounts more than 30 days past due. - Please return a copy of this invoice with payment. - Telephone 618.624.4488 - Fax 618.624.6688

VILLAGE PRESIDENT
Seth Speiser

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Ray Matchett, Jr.
Lisa Meehling
Mike Blaies
Tom Carpenter
Michael Heap
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VILLAGE ATTORNEY
Weilmuenster Keck Brown, P.C.

Public Property Committee Meeting
Streets/Municipal Center/Pool/Parks & Recreation
(Matchett/Carpenter/Heap/Kaiser)
Wednesday, August 16, 2023 at 6:00 p.m.

The meeting of the Public Property Committee was called to order at 6:23 p.m., on Wednesday, August 16, 2023, by Chairman Ray Matchett. Members present were Chairman Ray Matchett, Trustee Tom Carpenter, Trustee Mike Heap, Trustee Bob Kaiser, Mayor Seth Speiser, Village Clerk Jerry Menard, Trustee Mike Blaies, Trustee Lisa Meehling, Village Attorney Fred Keck, Public Works Director John Tolan, Police Chief Mike Schutzenhofer, Interim Village Administrator Matt Trout, Crew Leader Bob Jenkins and Office Manager Julie Polson. Guests present: Janet Baechle, Charlie Mattern, Shirley Crouse, Charlene Jacobs, Lucy Hitsman and Tim Pruett. Guests present via Zoom: None.

POOL: A. OLD BUSINESS: None.

B. NEW BUSINESS:

1. Swimming Facility Inspection Report: Public Works Director John Tolan said overall, the inspection went well with a few items noted on the report. The inspector wanted the drinking fountain fixed. The gate to the baby pool has been repaired. John complimented all of the pool managers for a job well done! The pool will be shut down after Homecoming.

STREETS: A. OLD BUSINESS:

1. Approval of June 14, 2023 Minutes: Trustee Tom Carpenter motioned to recommend to the full Board approval of the June 14, 2023 Minutes, and Trustee Bob Kaiser seconded the motion. All voting yea, the motion carried.
2. E. Drainage Problem Areas/Stormwater Run-Off: John advised we had a culvert collapse on High Street/Railroad, and N. Alton by St. Joe's. Both will be taken care of before Homecoming.
3. Customer Issues: We continue to pick up limbs. We had quite a few broken limbs hanging from trees. He believes about a third of the debris pile is ours.
4. Wolf Road Project: Village Administrator Matt Trout stated we continue to be denied for the collector street status. He advised it is time to go back to the drawing board.
5. MFT: John advised the oil and chipping dates are August 25th, September 1st and September 12th as a rain date. We will be spreading 16,000 gallons and have mapped out what areas are going to be addressed. The slag is in place, and the chip trucks are ready. Our crews have been preparing the streets.

B. NEW BUSINESS:

1. Resident Request for Additional Stop Signs on N. Edison/Marketplace: Lucy Hitsman, Shirley Crouse and Charlotte Jacobs were present to explain their request for an additional stop sign to make Tall Maple and N. Edison due to the amount of increased construction and regular traffic. A

discussion was held concerning the poor visibility due to a large pine tree in the area of N. Edison and Market Place Dr. We will look at trimming that tree for better visibility.

Trustee Tom Carpenter motioned to recommend to the full Board a stop sign be installed heading south at N. Edison and Tall Maple, and Trustee Ray Matchett seconded the motion. All voting yea, the motion carried.

2. Knights of Columbus Collection Request for September 16, 2023: This is a yearly request from Knights of Columbus. The committee agreed with the request.
3. Village Liability Insurance Renewal: Matt advised we are nearing renewal time. The agency that presented to us last year wants to do so again. They believe they have an option for our generation equipment. If we do invite them to present, we would ask our current provider to present as well. Attorney Keck has no problems with Gallagher. Julie stated they have always helped with any claim situation that has arisen, and the support is top notch. Trustee Meehling commented there is a lot of value in the relationships we have built with them. The committee agreed to remain with Gallagher.
4. Riess/Murphy Preliminary Plat: Matt commented at the last Combined Planning and Zoning Board meeting, the preliminary plat was presented. They moved the detention area to the middle of the property which will make it more of a feature; the two-family units have been moved to the south lower density area near Deerfield. John said they have proposed the sewer coming out on the south side of Dollar General, and Matt suggested to them that they run the utilities on their own property between the commercial buildings. We suggested that be moved to the north during the engineering phase. That recommendation will go to the board on Monday night. John said he is satisfied with the preliminary plat.

Matt advised we will have the proclamation for National Rail Safety Week on Monday's agenda. Our police vehicles will be ready in approximately a week. The previous rate quote for 3 years at 5.78% is still good. We will pay the first installment out of this budget. Attorney Keck confirmed we do not need a new motion on this.

Trustee Tom Carpenter motioned to amend the agenda in order to hear Public Participation prior to the Executive Session, and Trustee Bob Kaiser seconded the motion. All voting yea, the motion carried.

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

**EXECUTIVE SESSION
6:51 P.M.**

Trustee Bob Kaiser motioned to enter Executive Session to Personnel, 5 ILCS 120/2-(c)1 and Trustee Tom Carpenter seconded the motion. All voting yea, the motion carried.

**EXECUTIVE SESSION ENDED
7:47 P.M.**

Trustee Ray Matchett motioned to reconvene the regular session at 7:47 p.m., and Trustee Tom Carpenter seconded the motion. All voting yea, the motion carried.

Trustee Ray Matchett motioned to recommend to the full Board the Village Engineer/Zoning Administrator Job Description with correction, and Trustee Bob Kaiser seconded the motion. With two aye votes, the motion carried.


Matt said we received a letter from the police union approving the use of the body cameras. They do want to meet prior to implementation of the cameras regarding the discipline issue. This equipment will have to be added to our insurance schedule. Chief Schutzenhofer has talked to several departments, and Swansea has implemented them. They have an incident form if something happens with the cameras, and Mike now has that form to keep a record. We will have the union review it. Mike said the officers will be trained, and Trustee Meehling asked that the training include the appropriate use of the cameras. Matt commented by implementing this now, it gives us time to work through everything. We want our officers to be comfortable with using the body cams.

Trustee Ray Matchett motioned to recommend to the full Board Stan Ruhmann be promoted to the Sergeant position, and Trustee Bob Kaiser seconded the motion. All voting yea, the motion carried.

C. GENERAL CONCERNS: None.

D. PUBLIC PARTICIPATION: Shirley Crouse asked for something to draw attention to new stop sign being installed. The committee agreed to have the flashing lights there when the additional sign is installed. Charlene Jacobs is concerned over the people speeding in that area. Chief Schutzenhofer will have an officer there during the evening hours.

E. ADJOURN: *Trustee Bob Kaiser motioned to adjourn the meeting at 7:56 p.m., and Trustee Tom Carpenter seconded the motion. All voting yea, the motion carried.*



Julie Polson
Office Manager