

REGULAR BOARD MEETING AGENDA – MARCH 10, 2013 - 7:30 P.M.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Minutes of Previous Meeting
4 - 1. March 4, 2013 – Regular Board Meeting Minutes – **Exhibit A**
5. Finance – None.
6. Treasurer's Report
7. Attorney's Report - None.
8. ESDA Report
9. Public Participation
10. Reports and Correspondence –
10 – 1. Freeburg Women's Community Club Request – **Exhibit B**
11. Recommendations of Boards and Commissions – None.
12. Contracts, Releases, Agreements and Annexations – None.
13. Bids – None.
14. Resolutions – None.
15. Ordinances – None.
16. Old Business
17. New Business
18. Appointments - None.
19. Committee Meeting Minutes/Recommendations
19 - 1. Legal/Ordinance Committee Meeting – Wednesday, March 6, 2013 – 4:45 p.m. – **Exhibit C**
19 - 2. Electric Committee Meeting - Wednesday, March 13, 2013 - 5:30 p.m. – **Exhibit D**
19 - 3. Police/Personnel Committee Meeting – Wednesday, March 13, 2013 – 6:30 p.m. – **Exhibit E**
19-3a. Recommend purchase of 2013 Chevrolet Impala on State Bid
20. Upcoming Meetings
20 – 1. Water/Sewer Committee Meeting – Wednesday, March 20, 2013 – 5:30 p.m.
20 – 2. Streets Committee Meeting – Wednesday, March 20, 2013 – 6:30 p.m.
20 – 3. Finance Committee Meeting – Monday, March 25, 2013 – 5:30 p.m.
20 – 4. CLOSED IN OBSERVANCE OF GOOD FRIDAY, MARCH 29, 2013
20 – 5. Board Meeting – Monday, April 1, 2013 – 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
Ray Danford

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Rita Baker
Seth Speiser
Charlie Mattern
Ray Matchett, Jr.
Steve Smith
Mike Blaies

VILLAGE OF FREEBURG

FREEBURG MUNICIPAL CENTER
14 SOUTHGATE CENTER, FREEBURG, IL 62243
PHONE: (618) 539-5545 • FAX: (618) 539-5590
Web Site: www.freeburg.com

EXHIBIT A
VILLAGE ADMINISTRATOR
Dennis Herzing
VILLAGE TREASURER
Bryan A. Vogel
PUBLIC WORKS DIRECTOR
Ronald Dintelmann
POLICE CHIEF
Melvin E. Woodruff, Jr.
VILLAGE ATTORNEY
Weilmuenster Law Group, P.C

FREEBURG REGULAR BOARD MEETING Monday, March 4, 2013 at 7:30 P.M. Board Meeting Minutes

CALL TO ORDER: Mayor Ray Danford called the Regular Board Meeting to order at 7:30 p.m., on Monday, March 4, 2013 in the Freeburg Municipal Board Room.

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

ROLL CALL: Trustee Seth Speiser - here; Trustee Raymond Matchett, Jr. – here; Trustee Mike Blaies – here; Trustee Rita Baker - here; Trustee Steve Smith - here; Trustee Charlie Mattern - here; Mayor Ray Danford - here; (7 present, 0 absent). Mayor Ray Danford announced there is a quorum.

MINUTES OF PREVIOUS MEETING: Exhibit A:

Mayor Danford said we have minutes for approval from Monday, February 19, 2013 Regular Board meeting.

Trustee Rita Baker motioned to approve the minutes of Monday, February 19, 2013 Regular Board meeting with corrections and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.

FINANCE:

1. Trustee Smith said we talked about the income tax revenue statement and we are receiving income tax payments almost every month.

OLD BUSINESS:

1. Trustee Smith said we talked about the sign at the Industrial Park and the four entrances into Village of Freeburg and getting new quotes from Philip Company since they have some less expensive materials.

NEW BUSINESS:

1. Trustee Smith said our annual audit is scheduled for June 24th.
2. Trustee Smith said the Village will be entering into a new program with the State of Illinois called the Local Debt Recovery Program. These will allow us to upload information to the state on residents that left unpaid utility bills and they can take any Illinois revenue due to those residents away from them to pay the outstanding village bill.

Village of Freeburg Board Meeting Minutes
Monday, March 4, 2013
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TREASURER'S REPORT: None

ATTORNEY'S REPORT: None.

ESDA Report: Mayor Danford called ESDA Coordinator Gene Kramer to take the floor to give his ESDA Report on the following;

1. State wide Tornado Test communication exercise that was to be held in St. Clair County area Tuesday has been postponed until Wednesday at 10:00 a.m. due to snowstorm in Northern half of the State. Gene said there will be no NOAA Weather Alert sounding tomorrow, but will on Wednesday at 10:00 a.m. Freeburg will conduct area wide tornado communications test with School Districts 70 & 77 as well as a special radio net with the Area Amateur radio Emergency service from our EOC.

2. Skywarn Training by WCM James Kramper, Freeburg ESDA & County EMA will be held; March 26, 2013 at 6:30 P.M. at SWIC this will be a free class concerning severe weather spotter and reporting class.

3. Gene advised us there are openings for new ESDA members, especially shelter managers.

PUBLIC PARTICIPATION: Mayor Ray Danford called for Public Participation.

Mrs. Robertson took the floor to discuss if we have any new information on the issue of the business who continues to have his open dumpster next to her residence. Mrs. Robertson is still concerned that there is no fence around the area and they still continue to pile junk on top of the open dumpster and it is over flowing. Village Administrator Herzog said Phil has talked to the gentleman who is operating the business and to Mr. Sanders about moving the dumpster but they will still have to put a fence around it. Mayor Danford told Mrs. Robertson we will put more pressure on this issue and we will get back to you with more information about what is being done.

REPORTS AND CORRESPONDENCE:

EXHIBITS C, D & E:

Mayor Danford said we have Exhibit C, D & E for request for donations we will take care of those items further down on the agenda under committee reports

RECOMMENDATIONS OF BOARDS AND COMMISSIONS: None.

CONTRACTS, RELEASE, AGREEMENTS and ANNEXATIONS, None

BIDS: None.

RESOLUTIONS:

EXHIBIT F:

1- A. Mayor Danford said we have Resolution No. 13-01, A Resolution Authorizing the Transfer of Funds from General Fund Reserves to the Swimming Pool Fund to Supplement Funding for the Municipal Pool Renovations.

Trustee Rita Baker motioned to approve Resolution No.13-01 by title only and Trustee Ray Matchett, Jr. seconded the motion. ROLL CALL: Trustee Rita Baker - aye; Trustee Raymond Matchett, Jr. - aye; Trustee Charlie Mattern – aye; Trustee Steve Smith - aye; Trustee Mike Blaies - aye; Trustee Seth Speiser - aye; (6 ayes, 0 nays, 0 absent). All voting aye, motion carried.

EXHIBIT G:

2 – A. Mayor Danford said we have Resolution No. 13-02, A Resolution Amending the Solid Waste Collection Fees.

Trustee Rita Baker motioned to approve Resolution No.13-02 by title only and Trustee Charlie Mattern seconded the motion. ROLL CALL: Trustee Rita Baker - aye; Trustee Charlie Mattern – aye; Trustee Seth Speiser - aye; Trustee Mike Blaies - aye; Trustee Raymond Matchett, Jr. - aye; Trustee Steve Smith - aye; (6 ayes, 0 nays, 0 absent). All voting aye, motion carried.

EXHIBIT H:

3- A. Mayor Danford said we have Resolution No. 13-03, IDOT Resolution for Maintenance of Streets and Highways.

Trustee Raymond Matchett, Jr. motioned to approve Resolution No.13-03 by title only and Trustee Mike Blaies seconded the motion. ROLL CALL: Trustee Raymond Matchett, Jr. - aye; Trustee Mike Blaies - aye; Trustee Steve Smith - aye; Trustee Rita Baker - aye; Trustee Seth Speiser - aye; Trustee Charlie Mattern – aye; (6 ayes, 0 nays, 0 absent). All voting aye, motion carried.

ORDINANCES: None

OLD BUSINESS: None

NEW BUSINESS: None

APPOINTMENTS: None.

COMMITTEE MEETING REPORTS:

Exhibit I:

Personnel/Police Committee Meeting: Trustee Baker called the Personnel/Police Committee meeting to order on Tuesday, February 19, 2013 at 6:30 p.m.

1. Full-time police officer position: Trustee Baker said we talked about hiring a full-time police officer. Trustee Baker said we had a first time interview with Mike Dahm who has applied for the full-time position.

2. Roger's Service & Towing: Trustee Baker said we had a request from Roger's Towing that he is allowed to put a tow truck on his rental property behind the drug store and we granted him permission.

3. Office Staff Union Contract: Trustee Baker said we also took care of the Office Employees Contract and we did that at the last meeting.

Trustee Blaies said there is a correction to the minutes of the Personnel Public Safety Committee Meeting minutes under Personnel Old Business item 4; it should read Trustee Rita Baker asked for a motion.

Mayor Danford said on the Roger's Towing issue, he feels we need to invite Mr. Pruett to our next committee meeting to discuss any point of views he may have about adding another towing company to be put on the rotation list for towing.

Exhibit J:

Committee As A Whole Meeting: Mayor Danford called the Committee As A Whole meeting to order on Monday, February 25, 2013 at 5:30 p.m.

Mayor Danford said this committee meeting was primarily devoted to budgetary concerns and discussion for our upcoming budget and some discussion on what to add and delete from our 3- to 5-year plan. A general agreement on the budget, he thinks has been decided on, except for some additional information, unless someone has any concerns this probably will be our major discussion on the budget. Mayor Danford said we will get an updated budget out to everyone, if you see anything else give Dennis a call.

Exhibit K:

Public Works Committee Meeting: Trustee Charlie Mattern called the Public Works Committee Meeting to order on Wednesday, February 27, 2013 at 4:30 p.m.

1. Sewer project: Trustee Mattern said we on continuing with sewer project 1- A the best we can considering the weather.

2. Budget billing: Trustee Mattern said we our continuing to gather information from surrounding municipalities and their polices on budget billing; we will keep everyone posted as we progress on this issue.

3. Recycling center code revision: Trustee Mattern said we talked about revising the code on recycling center participants to include Freeburg property owners that don't live in the village or township. Trustee Mattern said we considered the fact that the Freeburg property owners do pay taxes, so they will be allowed to use the recycling center.

4. Clean Uniform Agreement: Trustee Mattern said we are reviewing the 6-year contract on this agreement.

5. Electronics Recycling: Trustee Mattern said we received a request from Artie's Recycling to hold electronic recycling service once a month to be held at Marketplace parking lot. Trustee Mattern said this does not involve the village. They would have to check with Joe Koppeis and receive his approval.

6. Solid Waste Collection fees: Trustee Mattern said we already did the Resolution Amending the Solid Waste Collection Fees to \$10.50 for the first year, \$10.75 for the second year, \$11.25 for the third year. Trustee Mattern said we approved a transfer to the sewer fund from our reserve in the amount of \$40,000 to make improvement to our fleet of trucks.

Trustee Blaies asked about the CMI Construction request for reimbursement. Dennis said this is a dispute over a sewer line. John said their septic tank was cracked going to the house, and they thought we hit it when we installed some electric we don't believe that is the case.

Trustee Smith asked under the electronic recycling will there be a cost to drop stuff off. Dennis said yes, but he doesn't remember the cost.

Exhibit L:

Public Property Committee Meeting: Trustee Raymond Matchett, Jr. called the Public Property Committee Meeting to order on Wednesday, February 27, 2013 at 6:30 p.m.

1. Pool: Trustee Matchett said under pool we talked about the lifeguard's applications and at the time of our meeting we had 10 lifeguard applications and we have received two more applications. At this time he would like to make a motion.

Trustee Raymond Matchett, Jr. motioned to hire the following new lifeguards: Dakota Howard and Haley Rouse at \$8.25 per hour; and the following returning lifeguards as follow: Chris Alt, Schuyler Czech, Ryan Price, Blake Ragland, and Neal Schaller at \$8.42 per hour; Molly Etling at \$8.52 per hour; Caroline Bircher, Dillion Czech and Tanner Ross at \$8.59 per hour and hiring returning pool managers; Scott Schulz at \$4623.54, Darren Pierce at \$3362.94 and Jillian Rouse at \$3329.28 and Trustee Rita Baker seconded the motion.

ROLL CALL: Trustee Raymond Matchett, Jr. - aye; Trustee Rita Baker - aye; Trustee Seth Speiser - aye; Trustee Steve Smith - aye; Trustee Charlie Mattern - aye; Trustee Mike Blaies - aye; (6 ayes, 0 nays, 0 absent). All voting aye, motion carried.

2. Request for a donation: Trustee Matchett said we received request from the following for a donation; Smithton PTO for the Quarters for Cougars, St. Joseph PTA for the Night at the Derby, Freeburg PTO for their Spring Carnival, and Freeburg Optimist Club for their Trivia Night.

Trustee Raymond Matchett, Jr. motioned to donate a 10 day pool pass each to Smithton PTO, St. Joseph PTA, Freeburg PTO and Freeburg Optimist Club and Trustee Rita Baker seconded the motion.

ROLL CALL: Trustee Raymond Matchett, Jr. - aye; Trustee Rita Baker - aye; Trustee Mike Blaies - aye; Trustee Seth Speiser - aye; Trustee Charlie Mattern – aye; Trustee Steve Smith - aye; (6 ayes, 0 nays, 0 absent). All voting aye, motion carried.

STREET:

1. Safe Routes to School: Trustee Matchett said we have a request from IDOT to pay the Rhutasel engineering fee invoice for the second SRTS project.

2. MFT Resolution: Trustee Matchett said this issue has been taken care of.

3. Storm Water improvements: Trustee Matchett said we have Pat Netemeyer’s proposal for the storm water improvements on N. Main Street. Trustee Matchett said we need to move ahead and have Netemeyer bid this project and the committee was fine with putting it in the budget. Trustee Matchett said we have \$182,000 in MFT reserves and the project will most likely be close to \$200,000. Trustee Matchett said he would like to put \$75,000 in the budget as a special MFT project and use MFT reserves. Dennis said we do not need a motion yet, for it is not ready to go out for bid just yet.

4. Picnic tables at the park: Trustee Matchett said we talked a little about benches out at the Village Park.

Trustee Matchett said under New Business there are a couple of issues we discussed and we are looking into them.

Trustee Smith said he has a question regarding the insurance at the old power plant is the \$500 excess coverage. Dennis said that is the extra policy we had to buy for earthquake coverage. Dennis said the insurance limited the amount they would insure and this only applies to the old power plant. Dennis said the agents are talking to other companies to see if they can get us coverage from a different company. Trustee Smith asked do they have a date when they think they will have some information for us. Dennis said Julie has been talking to them so he doesn’t know.

UPCOMING MEETINGS

Legal/Ordinance Committee Meeting – Wednesday, March 6, 2013 – 4:45 p.m.

Electric Committee Meeting - Wednesday, March 13, 2013 - 5:30 p.m.

Personnel/Police Committee Meeting – Wednesday, March 13, 2013 – 6:30

Board Meeting - Monday, March 19, 2013 – 7:30 p.m.

VILLAGE BOARD AND STAFF COMMENTS:

Trustee Charlie Mattern: No thank you.

Trustee Steve Smith: Yes, he would like to thank the employees of the village for clearing the streets from the snow and sleet.

Trustee Rita Baker: No thank you
Village Clerk Jerry Menard: No thank you.
Trustee Mike Blaies: No thank you.
Trustee Raymond Matchett, Jr.:
Trustee Seth Speiser: No thank you.

Staff Comments:

John Tolan: John said to Jerry they did put up a street light across the street from the Dollar General Store because we already had a pole there so we will try that out at the entrance and see if it works. If doesn't we will have to put a pole up on the same side of the Dollar General Store.

ADJOURN: *Trustee Rita Baker motioned to adjourn the meeting at 8:00 p.m. and Trustee Steve Smith seconded the motion. All voting aye, the motion carried.*



Jerry Lynn Menard
Village Clerk



RECEIVED

MAR 07 2013

Freeburg Women's Community Club

*PO Box 31
Freeburg, IL 62243
618-539-6041*

March 3, 2013

Dear Village

The Freeburg Women's Community Club would like to request use of the Village Park for the Annual Easter Egg Hunt on March 23rd, 2013. We would utilize the space from 8:00 am to 1:30 pm. Please let us know if this would be acceptable.

Sincerely,

*Barb Bauman, Co-Chair
Chris Schaller, Co-Chair
Easter Egg Hunt 2013*



VILLAGE PRESIDENT
Ray Danford

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Rita Baker
Seth Speiser
Charlie Mattern
Ray Matchett, Jr.
Steve Smith
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EXHIBIT C
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VILLAGE TREASURER
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PUBLIC WORKS DIRECTOR
Ronald Dintelmann
POLICE CHIEF
Melvin E. Woodruff, Jr.
VILLAGE ATTORNEY
Weilmuenster Law Group, P.C

Legal and Ordinance Committee Meeting
(Annexation; Building; Zoning; Subdivision)
(Speiser/Baker/Mattern)
Wednesday, March 6, 2013 at 4:45 p.m.

The meeting of the Legal and Ordinance Committee was called to order at 4:45 p.m. by Chairman Seth Speiser on Wednesday, March 6, 2013, in the Freeburg Municipal Center. Members attending were Chairman Seth Speiser, Trustee Rita Baker, Trustee Charlie Mattern, Village Clerk Jerry Menard, Village Administrator Dennis Herzing and Office Manager Julie Polson. Guest present: Janet Baechle.

A. OLD BUSINESS:

1. Approval of February 6, 2013 Minutes: Trustee Rita Baker motioned to approve the February 6, 2013 minutes and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.
2. Status of Public Hazard Homes: Seth confirmed with Phil the 60-day deadline for Bill Herr to remove the mobile home has passed and the home is still here. Bill told Phil he has someone that wants the mobile home but hasn't had a chance to get it removed. Dennis said we could have someone take it out of there, and Seth also suggested Bill could scrap it. The committee agreed to send Bill a letter advising he has until March 25th to have it removed or we will begin legal procedures to have it removed at his expense. Dennis will have Attorney Manion review the matter before the letter is sent. Seth talked to Chief Smith about the Sheets home on Rt. 15. Chief Smith has not given Sheets permission to have a controlled burn at the property. Dennis believes there are EPA regulations on burning buildings. Seth said Sheets needs to pay the money and have the home demolished.
3. Update Code Book: Dennis needs to look at the revision that Frank Heiligenstein has suggested to the Village. He will discuss the revision with Frank.
4. Nuisance Abatement Code: Stumpf's court date was February 19th and Dennis needs to check with Attorney Manion to see what happened.
5. 101 E. Hill: Dennis said we have not heard anything on this.

Trustee Baker brought up the complaints about Pickers on Wheels that were voiced at the February 19th board meeting. Dennis said Phil has talked to both Sanders and the owners of Pickers about putting up a fence to screen the dumpster from the adjoining residents. Dennis also said John Tolan had the guys fill in the potholes in the alley which was not in as bad shape as we were told by the resident. Dennis is concerned that the track-type skid steer Pickers is using will tear up the alley when the weather warms up.

Legal and Ordinance Committee Meeting

Wednesday, March 6, 2013

VILLAGE BOARD OF TRUSTEES MEETINGS ARE HELD ON THE FIRST AND THIRD MONDAY OF EVERY MONTH

Dennis stated we need to look at the issue of Pickers using a public alley as part of his business. When Dennis initially talked to them, they stated they were going to collect recycling but gave Dennis the impression it was going to be done in closed trucks. No mention was made of a dumpster being placed on the property across the alley. Dennis also said he doesn't know if there is anything in the code to prevent that. He wants to review the code with Phil to see if there is any way of getting rid of the dumpster.

B. NEW BUSINESS: Trustee Mattern commented on the Rogers Towing issue. He said if they have a business license, he doesn't understand how he can tell Freeburg Towing they have preferential treatment. Dennis said that is how the Village utilizes the businesses in Freeburg. We use the gas stations on a rotation basis as well as the auto repair businesses. When Rogers' Towing asked to be placed on our list to use for towing services, Chief Woodruff brought that request to the last Personnel/Police committee meeting. The committee agreed to place Rogers on the list. Dennis said the Mayor has asked Mel to hold off using Rogers since Dean Pruett is coming to the next Personnel/Police committee meeting to discuss this. Dean has been towing for the Village free of charge. Charlie said he would rather have Dean charge the Village from now on for his services.

Village Clerk Menard asked about the concerns a resident voiced in the last board meeting about fracking for gas exploration. Dennis explained to her the Village isn't aware of any gas extractions in this area. Charlie thinks she owns property in the Village and didn't want to fight that issue alone and wants the Village to do that for her. Dennis believes she was satisfied with our answer.

C. GENERAL CONCERNS: None.

D. PUBLIC PARTICIPATION: None.

E. ADJOURN: *Trustee Rita Baker motioned to adjourn at 5:23 p.m. and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.*



Julie Polson
Office Manager

VILLAGE PRESIDENT
Ray Danford

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Rita Baker
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EXHIBIT D
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PUBLIC WORKS DIRECTOR
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POLICE CHIEF
Melvin E. Woodruff, Jr.

VILLAGE ATTORNEY
Weilmuenster Law Group, P.C

ELECTRIC COMMITTEE MEETING Wednesday, March 13, 2013 at 5:30 p.m.

The meeting of the Electric Committee was called to order at 5:30 p.m. on Wednesday, March 13, 2013 by Chairman Mike Blaies. Committee members present were Chairman Mike Blaies, Trustee Steve Smith, Trustee Ray Matchett, Mayor Ray Danford, Public Works Director Ron Dintelmann, Assistant Public Works Director John Tolan, Village Administrator Dennis Herzing and Office Manager Julie Polson. Guest present: Janet Baechle.

A. OLD BUSINESS:

1. Approval of February 13, 2013 Minutes: Trustee Steve Smith motioned to approve the February 13, 2013 minutes and Trustee Ray Matchett seconded the motion. All voting aye, the motion carried.
2. Franchise Fee (Ameren): Dennis said he has not done anything with this. He will work on this with Ron.
3. HAPS: Ron said we are waiting on the permit. John said BHM&G brought Breese and one other community over to see what we did on the HAPS program. The other communities were just getting started.
4. Portable Generator Replacement: Ron said the generator at Burr Oak has had the fuel pump and injector repaired. It will cost approximately \$2500 more in repairs to finish this one and we could then place it at the west plant as a stationary generator. The second generator would cost about \$10,000 in parts and labor to fix. Basically we would be spending \$16,000 to fix the two generators rather than spending approximately \$30,000 for a used one. The committee directed Ron to finish up the repairs on the one at Burr Oak and get a firmer price on the second generator. We can pour an 8 x 10 concrete pad to set the generator at the east plant. We won't need to get an air or construction permit to do that. We will purchase a double-wall 500 gallon tank from FS. Dennis will verify with Verbal at BHM&G that we don't need to get an above-ground tank permit.
5. Arc Flash Study: Ron said we still need to do the cutout on the doors.
6. Safety Training: Ron said our CPR training was rescheduled to April because the instructor was sick. We will be training on trenching/shoring and confined spaces on March 27th. Our insurance company is looking into finding a competent person at some other time for this training.

7. Digger truck/demo: John said Shane and Clark went to look over the truck today. It still needs to be painted. By the time we receive the truck, we won't have to make a payment until after the end of the next year's budget.
8. Charter Agreement: Dennis said Attorney Manion has reviewed the contract. He and Dennis have agreed not to accept Charter's proposed language regarding work done in our right-of-way. We are sending it back to Charter advising them that they need to follow our code. We'll see what Charter comes back with.
9. Wiegmann's project/Grade School project: Ron said we are working on the secondary and the work is progressing slowly. There is nothing new to report on the school project. Dennis believes they are waiting until summer to work on that project.
10. Shed: Ron said the gutters were installed yesterday. He received pricing from Thermo Door for openers and installation on the 6 doors, they quoted a price of \$5472; Grainger wanted \$6643 for the openers only, and McMaster quoted \$5300 for the openers only. The committee agreed to have Thermo Door install the openers. Ron gathered pricing on the plumbing rough-in for the bathroom from Ehret - \$1525; Netemeyer - don't have yet; and Bello - \$3230; concrete floor from Fournie - \$44030; Yarber - \$38540; and Wolf - \$28,849; and radiant floor heat from Belo - \$39,360; Toennies - \$13,912; and Ehret - \$40,740. After seeing the prices, we may have to bid both the concrete floor and radiant heat. Ron will ask Toennies if we can see some other projects where they installed the radiant heat. Dennis suggested we have Netemeyer draw up the specs to formally bid the plumbing.
11. Spreadsheet of agreements: The spreadsheet will be updated to reflect the new sewer loan with yearly payments of about \$38,000. This replaces the loan where we were paying \$9,000 in yearly payments.
12. Risk assessment conducted by insurance company: Ron said there is nothing new to report.
13. Combustion turbine: Nothing new.
14. Spill containment: Ron said we are moving our equipment from the west plant out to the spill containment area at the north plant. After we get everything out there, we will inventory it to see what we have. He said we are getting low on the 25 kva transformers and may place an order soon. We are also going to build a rack at the north plant where we can store our utility poles.
15. Doors at old power plant: Discussed above. Ron reported Thermo Door should finish up the doors next week.

B. NEW BUSINESS: None.

C. GENERAL CONCERNS: None.

D. **PUBLIC PARTICIPATION:** None.

E. **ADJOURN:** *Trustee Steve Smith motioned to adjourn at 6:28 p.m. and Trustee Ray Matchett seconded the motion. All voting aye, the motion carried.*



Julie Polson
Office Manager

VILLAGE PRESIDENT
Ray Danford

VILLAGE CLERK
Jerry Menard

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PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING
Wednesday, March 13, 2013 at 6:30 p.m.

EXHIBIT E
VILLAGE ADMINISTRATOR
Dennis Herzing

VILLAGE TREASURER
Bryan A. Vogel

PUBLIC WORKS DIRECTOR
Ronald Dintelmann

POLICE CHIEF
Melvin E. Woodruff, Jr.

VILLAGE ATTORNEY
Weilmuenster Law Group, P.C.

Chairperson Rita Baker called the meeting of the Personnel and Public Safety Committee to order on Wednesday, March 13, 2013 at 6:34 p.m. Those present were Chairperson Rita Baker, Trustee Steve Smith, Trustee Charlie Mattern, Mayor Ray Danford, Trustee Ray Matchett, Trustee Seth Speiser, Trustee Mike Blaies, Chief Mel Woodruff, Village Administrator Dennis Herzing, Public Works Director Ron Dintelmann and Office Manager Julie Polson.

POLICE:

A. OLD BUSINESS:

1. Full-time officer hire:

EXECUTIVE SESSION

6:36 P.M.

Trustee Steve Smith motioned to enter into Executive Session citing personnel, 5 ILCS, 120/2 – (c)1 and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.

EXECUTIVE SESSION ENDED at 6:50 P.M.

Chairperson Baker reconvened the regular session of the Personnel/Police Committee meeting at 6:51 p.m.

2. Roger's Service & Towing Request: Chief Woodruff said he has not done anything more with this since the last board meeting. Mayor Danford said he invited Dean to this meeting because Dean felt he was being treated unfairly. Dennis said we've never had anyone else complain in situations like this one. Mel said maybe this situation is different because Freeburg Towing has been the exclusive towing service in Freeburg for a long time. Mel said his normal practice is to call the closest towing service when there is an accident. The party to the accident has the option to choose their own towing company if they want to. Steve asked if there would be a conflict of interest if Dean gets elected trustee, and Seth said it is his mom who owns the company. We will make sure a letter goes out to Dean inviting him to the next committee meeting.
3. Patrol car pricing: Mel stated he would like to order a patrol car through state bid before the April 15th deadline. We have the money allocated in this year's budget for a new car. This will replace the old Ford that has 163,000 miles on it. We may surplus that car if public works does not want it.

Personnel/Police Committee Meeting
Wednesday, March 13, 2013

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VILLAGE BOARD OF TRUSTEES MEETINGS ARE HELD ON THE FIRST AND THIRD MONDAY OF EVERY MONTH

Trustee Steve Smith motioned to recommend to the full Board we purchase a 2013 Chevrolet Impala under state bid pricing for a total cost of \$20,028.16 and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.

4. K-9 training: Mel reported Matt is participating in the bi-monthly training. There is going to be an academy in April where both Matt and the dog would be required to attend. The cost for the academy is \$1700. However, Stan is going to have surgery and will be out for 5 weeks which leaves us short. Mel would like to wait for the next academy. He also wants to talk to Brian since the academy is more for the beginners and Diggitt has experience. It might be that Matt and Diggitt would not have to attend the entire academy. He will bring more information to the next committee meeting.

NEW BUSINESS:

1. Shredder: Mel said we are looking at going in with Admin department and purchasing a cross-cut shredder. We are not in compliance with FOIA with our current strip shredder. We found one through Fellows that is just like the one we have now but is the cross-cut at a cost of \$1824. This will help us to meet the security requirements. We can still use the old shredder for common shredding.

Chief Woodruff left the meeting at 7:12 p.m.

PERSONNEL:

A. OLD BUSINESS:

1. Approval of February 19, 2013 Minutes: Trustee Steve Smith motioned to approve the February 19, 2013 minutes and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.
2. Employee handbook: Nothing new.
3. Job descriptions: Revised job descriptions were passed around for the Village Administrator, Chief of Police, Public Works Director and a new job description for the Assistant Public Works Director. Dennis asked that the committee compare the revised descriptions with the old ones which were based off the job descriptions from Fairview Heights that were included in the packet. He made some changes on each of the job descriptions. With respect to the Chief of Police, sections .015, 017 and 018 were taken directly out of our current code and Dennis felt they needed to be kept in the job description. Also, under 34.016(2), he reviewed the qualification requirements with Mel. Mel believes if we keep the training in there as a requirement, it may be too much for a town our size and also limit the number of applicants we would receive. Dennis kept the training in there as preferred but not required.

For the public works director, Dennis said Fairview Heights wrote theirs around the public works director being a professional engineer with 7 years of experience. He changed Section B, #1 to not make the bachelor's degree mandatory. Other than that, he didn't make any major changes to the job description. The assistant public works director is a new job description. He took the public works director description and modified it. Some of the tasks he changed to say that person will assist the public works director. Dennis said he wrote the job description to how we currently

operating. Mayor Danford felt it might be beneficial to separate the special duties. Dennis said as we grow, the way he wrote it makes less sense. He said John is the only employee licensed as both a water and sewer operator. Trustee Smith asked Ron if he or John had reviewed the job descriptions and Ron said not yet.

B. NEW BUSINESS: Julie said we receive requests from various organizations wanting to be informed of new utility customers' names and addresses to send them information about Freeburg. Julie said we've never given out that information before. We would like to have that option available to the residents and have come up with an index card that the resident can fill out if they want to receive this information. The committee was fine with the request.

Administrator Herzing brought up an issue with the public works union contract. Dennis explained the sick time policy. Our current Village Code states an employee who has completed five years of employment with the village will receive their sick time at the beginning of the year. The office staff contract is written that way. The police contract is written where the officers receive 1 sick day per month. Dennis said Jim Beck wrote the public works contract that way and no-one caught it during negotiations. Mayor Danford said it was done unintentionally and didn't see it as precedent setting if we would change the contract now. The committee agreed to have Dennis advise the union steward we are amenable to the change but not until the next contract negotiation.

Trustee Baker asked about the Pickers on Wheels since she received a complaint about them. Ray said if we don't get their cooperation regarding our request to put up a fence, we may issue them a citation. Dennis will ask Phil to prepare a letter regarding this issue.

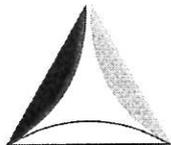
C. GENERAL CONCERNS: None.

D. PUBLIC PARTICIPATION: None.

E. ADJOURN: *Trustee Steve Smith motioned to adjourn at 7:40 p.m. and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.*

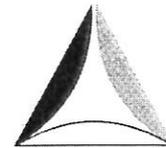


Julie Polson
Office Manager



FREEBURG EMERGENCY SERVICES AND DISASTER AGENCY

Freeburg Emergency Management Agency



ESDA OFFICE: [618] 539-9996
VILLAGE HALL: [618] 539-5545

#14 SOUTHGATE CENTER
FREEBURG, IL 62243

DIRECTOR:
[618] 539-3764



Weather Service Alerts

Sunday, March 17, 2013 6:13 PM

From: "Eugene Kramer" <generadio@att.net>
To: "Freeburg Tribune Office" <newsroom@freeburgtribune.com>
Cc: ritavbaker@yahoo.com

During Severe Weather Preparedness month in Freeburg, the Freeburg ESDA is providing information to get you prepared for your safety through the Freeburg Tribune Newspaper. The important step in preparing for the Severe Spring / Summer storm season is to understand what the actual threats are to your life and property. During the air mass changes between winter (cold air) and spring (warm air) is the actual pushing of the air masses between each other. Cold air (temperature) is heavier than warm (temperature) air and thus the battle between air masses at this time of the year (spring) is the warm air from the Gulf of Mexico begins to "push up" into our Midwest region but the colder air maintains a strong hold to push back the warm air. This air mass battle first begins in the Southern States and you will hear about severe thunderstorms and tornado outbreaks in States as Tx, La., Fl., Ga., Al., Ms, in late March and then the warm air mass continues to be stronger in air flow during April, pushing into the States of Ok, Ar, Tn., the Carolina's, and then Mid April to the end of May the air mass systems move into our area.

The most violent air mass battles, with the most powerful tornado development is during the month of April, but the most tornado development occurs during the month of May on average, in our area of the Midwest.

Definitions are important to understand:

The National Weather Service office in St. Louis issues two type of important weather alerts known as the Severe Thunderstorm or Tornado WATCH and the Severe Thunderstorm or Tornado WARNING. There are very important differences between these two alerts that are important for your understanding and safety.

A Severe Thunderstorm or Tornado WATCH means that atmospheric conditions are favorable for severe thunderstorms or tornados to develop. This does NOT mean the actual severe thunderstorm or tornado has developed yet. A WATCH alert covers a large portion of land and a "typical" WATCH area is know as a WATCH BOX that can cover areas 70 miles either side of a line that is detailed between two city points. Watch Alerts normally last for periods from 4 to 6 hours. What should you do during a Watch Alert of either type mentioned? First, move any outside lawn furniture "inside" such as inside your garage, storage area, etc. Move any other outside items that are not "tied down" such as baseball bats, base balls, lawn mowers, metal garden tools, etc. Any of these objects will become deadly "flying debris" in the event of high winds or twisting tornado winds.

Check to be sure your flashlights have good working batteries as well as your portable AM radio, portable battery operated TV, Weather Alert radio, cellphone, etc., for a three day period of operation in the event that infrastructure damage occurs during an actual Warning effecting electricity.

Check your medicines to be sure you have sufficient amounts that may need to cover you for three (3) days should road closures from debris cause roadway closures. Be sure to have bottled / distilled water for drinking to cover you for a possible 72 hour period.

Be sure you have hard sole shoes that are kept by your bed when you turn in for the evening in the event windows are broken by flying debris during a Warning event. This will prevent you from cutting your feet when awoken during the night if window damage should occur during a Warning alert. Also, keep the flashlight by your bedside as well.

A Severe Thunderstorm or Tornado WARNING issued by the National Weather Service office means that the weather event is NOW occurring for the area the warning has been issued, this is important to remember, that is , for the AREA in which the warning alert was issued. The Warning Alert is NOT the time to gather preparedness items, this should have occurred during the Watch Alert. The Warning Alert means it is now time to "Take Action" or as the National Oceanic and Atmospheric Administration calls it : "You be the force of Nature". The Warning Alert means to take protection action NOW.

If a Severe Thunderstorm Warning is issued this means the area that the warning was issued for is to expect winds (straight line) in excess of 58-62 mph or hail in excess of 1" in diameter. Stay away from windows, don't use a "corded" telephone, do not be near any water entry pipes (lightning bolt travels through these to dissipate its electrical charge), do NOT be outside under trees or near any "metal objects". Seek inside shelter.

If a Tornado Warning is issued this means that the area that the warning was issued for is to expect rotating winds in excess of 75 MPH and the potential to reach over 200 mph !
Again do NOT:

1. Be near any windows
2. Use a corded telephone
3. Be in any large span roof structure (gymnasiums , building supply stores, Walmart stores, Target stores, etc.).
4. Be in hallways that have entry doors facing the West, West Southwest , or South (wind tunnel affects dangerous in these hallways).
5. Stay outside

During a Tornado Warning DO:

1. Seek shelter immediately - underground if available;
2. If no underground area - seek an area within your home to have as many walls between you and the outside (especially walls to the West - West southwest - and West northwest);
3. Have your flashlight, Weather Alert radio, AM radio (tuned to KMOX 1120 AM), and cellphone with you.
4. Shelter area within the home, have a pillow or heavy blanket to place over your head and neck area.

Next week in the Freeburg Tribune we will discuss the "shelter" availability within the Freeburg ESDA operations and Freeburg ESDA shelter managers and their importance to your safety. We will also cover the Freeburg Outdoor Tornado Warning siren system, its testing and activation procedures.

Any questions, feel free to call Freeburg ESDA @ 618-539-9996.

Submitted by Eugene Kramer, Coordinator

Freeburg ESDA - Freeburg a StormReady® Community