

VILLAGE PRESIDENT  
Seth Speiser

VILLAGE CLERK  
Jerry Menard

VILLAGE TRUSTEES  
Ray Matchett, Jr.  
Mike Blaies  
Denise Albers  
Dean Pruet  
Mathew Trout  
Lisa Meehling

# VILLAGE OF FREEBURG

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VILLAGE ADMINISTRATOR  
Tony Funderburg

VILLAGE TREASURER  
Bryan A. Vogel

PUBLIC WORKS DIRECTOR  
John Tolan

POLICE CHIEF  
Michael J. Schutzenhofer

VILLAGE ATTORNEY  
Weilmuenster & Keck, P.C.

## PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING (Meehling/Blaies/Matchett/Trout) Wednesday, September 27, 2017 at 6:00 p.m.

Chairperson Lisa Meehling called the meeting of the Personnel and Public Safety Committee to order on Wednesday, September 27, 2017 at 6:23 p.m. Those present were Chairperson Lisa Meehling, Trustee Mike Blaies, Trustee Ray Matchett, Trustee Matt Trout, Mayor Seth Speiser, Trustee Denise Albers, Trustee Dean Pruet, Village Clerk Jerry Menard, Chief Mike Schutzenhofer, Public Works Director John Tolan, Village Attorney Fred Keck, Village Administrator Tony Funderburg and Office Manager Julie Polson.

### POLICE:

#### A. OLD BUSINESS:

1. Police Department Expansion: LRB provided estimate in the amount of \$340,318 for the police department expansion. Mayor Speiser stated it is a rough estimate. Trustee Meehling is concerned about all of the other needs for that building which include security, sally port issues, exhaust, drains, etc. She stated this is not the total building cost. Tony stated the plan for the expansion is to include a double garage, interview room, evidence room, storage, basement, booking area and office space. Chief Schutzenhofer agreed with Tony in that this will make it a simple, streamlined process. The committee asked for the previous numbers that Tony compiled for this project. The next step would be to prepare a RFP to get the bid process going. There is currently \$330,000 available, and Tony believes it should be financed over 20 years. Trustee Trout stated we should look into additional storage on the admin side.

#### B. NEW BUSINESS:

1. Attorney General Opinion on 911 Call Recordings: Attorney Keck stated Attorney General Lisa Madigan is all about transparency. In the case cited, she found that 911 calls are subject to public disclosure under FOIA.
2. Drug and Alcohol Testing Policy for Officer Involved Shootings: Attorney Keck stated this new law went into effect on August 25<sup>th</sup> stating officers have to be tested if they are involved in a shooting. Fred stated he will work on a MOU to incorporate this into the police CBA.
3. Requests for Stop Signs at N. Main Street/W. St. Clair and also a School Zone Sign y St. Joseph's School: The committee agreed to the school zone sign on Alton. Mike doesn't see who will benefit from the stop sign at N. Main and W. St. Clair. He stated it becomes a safety issue for the fire department.

### PERSONNEL:

#### A. OLD BUSINESS:

1. Approval of August 30, 2017 Minutes: Trustee Matt Trout motioned to approve the August 30, 2017 Minutes with correction and Trustee Ray Matchett seconded the motion. All voting yea, the motion carried.
2. Cleaning Bids for Village Hall: Tony advised we have a cleaning firm in place. Item can be taken off the agenda.

Personnel/Police Committee Meeting  
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VILLAGE BOARD OF TRUSTEES MEETINGS ARE HELD ON THE FIRST AND THIRD MONDAY OF EVERY MONTH

**B. NEW BUSINESS:**

1. Job Descriptions: Attorney Keck stated Tony put a lot of work into these job descriptions and much more inclusive. He has a few minor revisions to the descriptions. He will revise references to weight restrictions and to lifting or pulling. Once Tony has received any further suggestions, he will send them out for review and will then move forward. Attorney Keck recommends using an ordinance to adopt the appointed position job descriptions. Those need to be in code book. Fred stated the job descriptions needed to be done first. Next, we will concentrate on completing the employee handbook.

John received a complaint regarding the slag that was used on the roads. He passed out the material safety data sheet as well as an informational article regarding the two main kinds of slag and its effect.

2. Executive Session to Discuss Executive Session Minutes, 5 ILCS 120/2-(c)(21):

**EXECUTIVE SESSION  
7:08 P.M.**

*Trustee Matt Trout motioned to enter Executive Session to Discuss Executive Session Minutes, 5 ILCS 120/2-(c)(21) and Trustee Ray Matchett seconded the motion. All voting aye, the motion carried.*

**EXECUTIVE SESSION ENDED  
7:49 P.M.**

The regular session the Personnel/Police committee reconvened at 7:49 p.m.

**C. GENERAL CONCERNS:** None

**D. PUBLIC PARTICIPATION:** None.

**E. ADJOURN:** *Trustee Matt Trout motioned to adjourn at 7:50 p.m. and Trustee Ray Matchett seconded the motion. All voting yea, the motion carried.*



Julie Polson  
Office Manager