

VILLAGE PRESIDENT
Seth Speiser

VILLAGE CLERK
Jerry Menard

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

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

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.

December 21, 2017

**NOTICE
MEETING OF PERSONNEL & PUBLIC SAFETY COMMITTEE
(Personnel/Police/ESDA/Fire)
(Meehling/Blaies/Matchett/Trout)**

A Personnel and Public Safety Committee Meeting of the Village of Freeburg will be held at the Municipal Center, Executive Board Room, **Wednesday, December 27, 2017, at 6:00 p.m.**

PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING

POLICE COMMITTEE

- A. Old Business
 - 1. Police Department Expansion
- B. New Business

PERSONNEL COMMITTEE:

- A. Old Business
 - 1. Approval of November 29, 2017 Minutes
 - 2. Lifeguard Hires
- B. New Business
- C. General Concerns
- D. Public Participation
- E. Adjourn

At said Personnel Meeting, the Village 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)], litigation [5 ILCS, 120/2 - (c)(11)] personnel [5 ILCS, 120/2 - (c)(1)]; 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) or discussion of executive session minutes, 5 ILCS, 120/2-(c)(21)]

NETEMEYER ENGINEERING ASSOCIATES, INC.
REGISTERED STRUCTURAL & PROFESSIONAL ENGINEERING & LAND SURVEYING

3300 Highline Road
Aviston, Illinois 62216
Telephone: (618) 228-7816 Fax: (618) 228-7900

December 2, 2017

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

RE: Preparation of plans, specifications and bid documents for
Freeburg Illinois Village Hall Addition

Mr. Funderburg:

As discussed, we are proposing to prepare contract documents and bidding documents for the proposed 3000 ft.² addition to the Freeburg Village Hall for a total, not to exceed, fee of \$7200. Our hourly rates are as follows:

Designer & CAD specialist: \$65 per hour.
Engineer (Pat Netemeyer): \$100 per hour.

Our fee will include mechanical, electrical and plumbing layout and specifications which will be in a design-build format for the mechanical, electrical and plumbing subcontractors in that these subcontractors will be required to provide their own final design with their company's own performance guarantee.

Our fee does not include a site plan.

Thank you for the opportunity to be of service. If you need anything additional, please call.

Sincerely,



Patrick R. Netemeyer,
Illinois Registered Structural Engineer No. 4357

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PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING (Meehling/Blaies/Matchett/Trout) Wednesday, November 29, 2017 at 6:00 p.m.

Chairperson Lisa Meehling called the meeting of the Personnel and Public Safety Committee to order on Wednesday, November 29, 2017 at 6:06 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 Pruett, Village Clerk Jerry Menard, Chief Mike Schutzenhofer, Public Works Director John Tolan, Village Administrator Tony Funderburg and Office Manager Julie Polson.

POLICE:

A. OLD BUSINESS:

1. Police Department Expansion: EWR's proposal for the expansion was emailed to everyone. The quote is \$54,000 which includes architectural, structural, mechanical, electrical and plumbing design. They discounted their cost and deducted \$4,000. There are estimated additional costs of \$2,000 for printing, \$2,000 for surveying and \$3,000 for geotechnical. They anticipate the cost for the building of \$675,000. Tony believes this completes our task which was to find out where we were. He believes we are in the range of \$600,000 - \$700,000.

Mayor Speiser asked if we can get a stamped set of plans from EWR, and then possibly use other companies to cut the costs. Tony believes EWR doesn't want to do that unless they have the entire project. Mayor Speiser believes we can oversee the general contractor ourselves. We will get a permit and have the county do the inspection so they have to make sure it is done right. The committee agreed to pursue that route.

B. NEW BUSINESS:

1. Purchase of Patrol Car by the Village of Fayetteville: Village Administrator Tony Funderburg said they need a car, and he believes anytime we get a chance to help a municipality out, we should do so.

Trustee Matt Trout motioned to recommend to the full Board the sale of the patrol car to the Village of Fayetteville for \$1,500 and Trustee Ray Matchett seconded the motion. All voting yea, the motion carried.

PERSONNEL:

A. OLD BUSINESS:

1. Approval of October 25, 2017 Minutes: Trustee Matt Trout motioned to approve the October 25, 2017 Minutes and Trustee Ray Matchett seconded the motion. All voting yea, the motion carried.
2. Job Descriptions: Chairperson Meehling stated the job descriptions have been out for review and action needs to be taken. Tony will make the requested changes and have them ready for Monday's meeting.

Trustee Matt Trout motioned to recommend to the full Board the Job Descriptions for approval and Trustee Ray Matchett seconded the motion. All voting yea, the motion carried.

B. NEW BUSINESS: Tony advised Scott is worried about retaining the lifeguards and asked about increasing their rate of pay. The committee wants salaries from surrounding municipalities. Trustee Albers suggested giving the lifeguards a set allowance.

C. GENERAL CONCERNS: None.

D. PUBLIC PARTICIPATION: None.

E. ADJOURN: *Trustee Matt Trout motioned to adjourn at 6:36 p.m. and Trustee Dean Pruett seconded the motion. All voting yea, the motion carried.*



Julie Polson
Office Manager