

VILLAGE PRESIDENT
Ray Danford

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Mike Blaies
Steve Smith
Tony Miller
Rita Baker
Seth Speiser
Charlie Mattern

VILLAGE OF FREEBURG

FREEBURG MUNICIPAL CENTER
14 SOUTHGATE CENTER, FREEBURG, IL 62243
PHONE: (618) 539-5545 • FAX: (618) 539-5590
Web Site: www.freeburg.com
January 10, 2011

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

NOTICE

MEETING OF PERSONNEL & PUBLIC SAFETY COMMITTEE (Personnel/Police/ESDA/Fire) (Baker/Smith/Mattern)

A Personnel and Public Safety Committee Meeting of the Village of Freeburg will be held at the Municipal Center, Executive Board Room, **Wednesday, January 12, 2011, at 6:30 p.m.**

PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING

I. Items to be Reviewed

POLICE COMMITTEE:

- A. Old Business
 - 1. Police Contract
 - 2. Noise Ordinance
 - 3. Approval of Executive Session Minutes
- B. New Business
 - 1. Executive Session to discuss personnel, 5 ILCS120/2-(c)(1)a

PERSONNEL COMMITTEE:

- A. Old Business
 - 1. Approval of December 9, 2010 and December 21, 2010 minutes
 - 2. Employee handbook
 - a. Public Works On Call Status
 - 3. Job descriptions
 - 4. Safety Policy
- 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) a.]; or real estate transactions [5 ILCS, 120/2 - (c)(5)].

VILLAGE PRESIDENT

Ray Danford

VILLAGE CLERK

Jerry Menard

VILLAGE TRUSTEES

Mike Blaies

Steve Smith

Tony Miller

Rita Baker

Seth Speiser

Charlie Mattern

VILLAGE OF FREEBURG

FREEBURG MUNICIPAL CENTER

14 SOUTHGATE CENTER, FREEBURG, IL 62243

PHONE: (618) 539-5545 • FAX: (618) 539-5590

Web Site: www.freeburg.com

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

PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING

Wednesday, January 12, 2011 at 6:30 p.m.

Chairperson Rita Baker called the meeting of the Personnel and Public Safety Committee to order on Wednesday, January 12, 2011 at 6:45 p.m. Those present were Chairperson Rita Baker, Trustee Steve Smith, Trustee Charlie Mattern, Trustee Tony Miller, Trustee Mike Blaies, Mayor Ray Danford, Chief of Police Mel Woodruff, Village Administrator Dennis Herzing and Office Manager Julie Polson. Guests present: Village Attorney Brian Manion, Officer John Cappello, Officer Kent Ahlers, Attorneys Shane Voyles and Kasey Groenwald from the Policemen's Benevolent & Protective Association Labor Committee, Union Representative Buddy Parker and John Arndt, Court Reporter.

POLICE:

B. NEW BUSINESS:

1. Executive Session to discuss personnel, 5 ILCS, 120/2-(c)(1)a:

EXECUTIVE SESSION

6:45 P.M.

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

EXECUTIVE SESSION ENDED

7:17 P.M.

Trustee Rita Baker reconvened the regular session of the Personnel/Police Committee meeting at 7:17 p.m.

A. OLD BUSINESS:

1. Police Contract: Dennis advised there is nothing new at this time.
2. Noise Ordinance: Nothing new at this time.
3. Approval of Executive Session Minutes: *Trustee Steve Smith motioned to approve the December 9, 2010 Executive Session minutes and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried. Trustee Smith asked that we vote on the December 21, 2010 Executive Session Minutes at the next committee meeting.*

B. NEW BUSINESS: See above.

Personnel/Police Committee Meeting

Wednesday, January 12, 2011

Page 1 of 2

PERSONNEL:

A. OLD BUSINESS:

1. Approval of December 9, 2010 and December 21, 2010 Minutes: *Trustee Steve Smith motioned to approve the December 9, 2010 and December 21, 2010 Minutes and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.*
2. Employee Handbook: Dennis said since negotiations are ongoing and may take some time, he and Julie decided to start working on the handbook again.
 - a. Public Works On Call Status: We will continue to work on this as well.
3. Job Descriptions: Julie will find the ones the committee had previously discussed.
4. Safety Policy: We will continue to work on this as well.

EXECUTIVE SESSION

7:24 P.M.

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

EXECUTIVE SESSION ENDED

7:56 P.M.

Trustee Rita Baker reconvened the regular session of the Personnel/Police Committee meeting at 7:56 p.m.

The Personnel Committee directed Chief Woodruff to draft a letter to Officer Kent Ahlers placing him on paid administrative leave until further notice.

B. NEW BUSINESS: None.

C. GENERAL CONCERNS: In light of recent events, the committee asked Dennis to talk to Mel about looking into extra safety measures during upcoming meetings.

D. PUBLIC PARTICIPATION: None.

E. ADJOURN: *Trustee Steve Smith motioned to adjourn at 8:09 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
Mike Blaies
Steve Smith
Tony Miller
Rita Baker
Seth Speiser
Charlie Mattern

VILLAGE OF FREEBURG

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

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

PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING Thursday, December 9, 2010 at 6:30 p.m.

Chairperson Rita Baker called the meeting of the Personnel and Public Safety Committee to order on Thursday, December 9, 2010 at 6:30 p.m. Those present were Chairperson Rita Baker, Trustee Steve Smith, Trustee Charlie Mattern, Trustee Mike Blaies, Chief of Police Mel Woodruff, Assistant Public Works Director John Tolan, Village Administrator Dennis Herzing and Office Manager Julie Polson.

POLICE: A. OLD BUSINESS:

1. Police Contract: Dennis spoke with Attorney Manion who has not heard anything. Chief Woodruff said he has heard they are waiting until after the holidays.
2. Noise Ordinance: There is nothing new on this topic.
3. Approval of Executive Session Minutes: *Trustee Steve Smith motioned to approve the July 12, 2010 Executive Session Minutes and Trustee Rita Baker seconded the motion. All voting aye, the motion carried. Trustee Steve Smith motioned to approve the October 13, 2010 - First Executive Session Minutes and Trustee Rita Baker seconded the motion. All voting aye, the motion carried.*

B. NEW BUSINESS:

1. Vacation Pay Request: Chief Woodruff submitted a request to be reimbursed for unused vacation. *Trustee Steve Smith motioned to approve Chief Woodruff receive 40 hours pay for unused vacation and Trustee Rita Baker seconded the motion. All voting aye, the motion carried.*
2. Stop Sign Request: We received a request from Dean Pruett to look at installing a stop sign on S. Cherry Street and also ones at the intersections of Emily Street and also Apple Street. Mel said he sees these areas are more an issue during the evening when Rt. 15 becomes congested. He does not have any problem with adding stop signs since he sees them as helping slow traffic on Cherry Street. Mel will check out the area and get the information to Dennis so he can prepare an ordinance and this request will be sent to the Streets committee.

John Tolan asked about the light at Edison and Woods Manor Drive that was discussed in a previous Streets committee meeting. Since Mel was unaware of the request, he will look at that area after the meeting tonight. John then left the meeting at 6:40 p.m.

3. Executive Session to discuss personnel, 5 ILCS 120/2-(c)(1)a.

**EXECUTIVE SESSION
6:40 P.M.**

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

**EXECUTIVE SESSION ENDED
7:46 P.M.**

Trustee Rita Baker reconvened the regular session of the Personnel/Police Committee meeting at 7:46 p.m.

PERSONNEL: A. OLD BUSINESS:

1. Approval of November 10, 2010 minutes and October 13, 2010 Second Session Executive Session Minutes: *Trustee Steve Smith motioned to approve the November 10, 2010 minutes and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried. Trustee Steve Smith motioned to approve the October 13, 2010 - Second Session Executive Session Minutes and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.*

2. Employee handbook: Not discussed.

a. Public Works On Call Status: Not discussed.

3. Job Descriptions: Not discussed.

4. Overtime charges: Item can be taken off the agenda.

5. Safety Policy: Not discussed.

B. NEW BUSINESS:

1. Christmas Holiday: Taken care of at last meeting. Item can be taken off the agenda.

C. GENERAL CONCERNS: None.

D. PUBLIC PARTICIPATION: None.

E. ADJOURN: *Trustee Steve Smith motioned to adjourn at 7:49 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
Mike Blaies
Steve Smith
Tony Miller
Rita Baker
Seth Speiser
Charlie Mattern

VILLAGE OF FREEBURG

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

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.

PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING Tuesday, December 21, 2010 at 12:00 p.m.

Chairperson Rita Baker called the meeting of the Personnel and Public Safety Committee to order on Tuesday, December 21, 2010 at 12:00 p.m. Those present were Chairperson Rita Baker, Trustee Steve Smith, Trustee Charlie Mattern, Chief of Police Mel Woodruff, Village Clerk Jerry Menard, Village Administrator Dennis Herzing and Office Manager Julie Polson.

POLICE: A. OLD BUSINESS:

1. Executive Session to discuss personnel, 5 ILCS, 120/2-(c)(1)a:

EXECUTIVE SESSION 12:00 P.M.

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

EXECUTIVE SESSION ENDED 1:05 P.M.

Trustee Rita Baker reconvened the regular session of the Personnel/Police Committee meeting at 1:05 p.m.

EXECUTIVE SESSION 1:06 P.M.

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

EXECUTIVE SESSION ENDED 1:11 P.M.

Trustee Rita Baker reconvened the regular session of the Personnel/Police Committee meeting at 1:11 p.m.

B. NEW BUSINESS: None.

C. GENERAL CONCERNS: None.

D. PUBLIC PARTICIPATION: None.

E. ADJOURN: *Trustee Steve Smith motioned to adjourn at 1:12 p.m. and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.*

Julie Polson
Office Manager
Personnel/Police Committee Meeting
Tuesday, December 21, 2010
Page 1 of 1

