

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

January 17, 2013

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, **Tuesday, January 22, 2013, at 6:30 p.m.**

PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING

POLICE COMMITTEE

- A. Old Business
 - 1. Full-time officer hire
- B. New Business
 - 1. Laura McGarry request for comp time reimbursement

PERSONNEL COMMITTEE:

- A. Old Business
 - 1. Office staff union contract
- 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)] or collective negotiating matters between the public body and its employees or their representatives [5 ILCS 120/2 (C)(2)].

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PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING Tuesday, January 22, 2013 at 6:30 p.m.

Chairperson Rita Baker called the meeting of the Personnel and Public Safety Committee to order on Tuesday, January 22, 2013 at 6:30 p.m. Those present were Chairperson Rita Baker, Trustee Steve Smith, Trustee Charlie Mattern (via phone), Trustee Mike Blaies, Village Clerk Jerry Menard, Chief Mel Woodruff, Village Administrator Dennis Herzing and Office Manager Julie Polson.

POLICE:

A. OLD BUSINESS:

1. Full-time officer hire: Chief Woodruff advised the committee three of our full-time officers applied for the full-time position. They are Mike Dahm, Dan Turner and Bill Donald. He would place the officers in that order for hiring consideration. He said Mike Dahm worked as a full-time officer in Shiloh and then went onto Fairview Heights. He spoke to his supervisor there who stated Mike did a good job with them but did not make probation there. He was not able to keep up with the workload and report writing. Mel stated here, Mike is turning in 2-3 times what we had in the past with respect to crime incidents. He has been working a lot of hours for us and has an extreme desire to get back as a full-time officer. Mel would like to proceed with the psychological testing and polygraph which should cost around \$600 total. The committee agreed to the tests and Mel will bring the results back to committee as soon as he has them.

NEW BUSINESS:

1. Laura McGarry Request for comp time reimbursement: Laura has submitted a request to be paid for either 40 or 80 hours of comp time. Julie told the committee this comp time has accumulated over several years. Administrator Herzing said the office staff earns comp time for cleaning Village Hall. He explained when we had a cleaning service, the girls would have to go back and clean after them because of the poor service we had. It's been about 5 years since they started cleaning and have earned comp time for it since then. Julie said the police department has special circumstances which warrant Laura needing to keep it clean. Dennis said it will not affect the budget. Dennis said the union contracts limit the amount of comp time that can be earned and if we pay out these hours, it will help manage the hours accumulated once the office staff contract goes into effect.

Trustee Steve Smith motioned to recommend to the full Board Laura McGarry be paid for 40 hours of compensatory time in this year's budget and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.

Laura can request the other 40 hours after the end of this fiscal year. Chief Woodruff left the meeting at 6:52 p.m.

PERSONNEL:

A. OLD BUSINESS:

1. Office Staff Union Contract:

**EXECUTIVE SESSION
6:53 P.M.**

Trustee Steve Smith motioned to enter into Executive Session citing collective negotiating matters between the public body and its employees or their representatives, 5 ILCS, 120/2 – (c)2 and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.

EXECUTIVE SESSION ENDED at 7:30 P.M.

Chairperson Baker reconvened the regular session of the Personnel/Police Committee meeting at 7:30 p.m.

Trustee Smith asked that the outstanding job descriptions get finished and taken to the rest of the board by the middle of March.

C. GENERAL CONCERNS: None.

D. PUBLIC PARTICIPATION: None.

E. ADJOURN: *Trustee Steve Smith motioned to adjourn at 7:31 p.m. and Trustee Charlie Mattern seconded the motion. All voting aye, the motion carried.*



Julie Polson
Office Manager

Laura McGarry
4730 Knab Road
Smithton IL 62285

January 16, 2013

RE: Compensatory time

To Whom It May Concern:

I am requesting to be paid for forty (40) hours of earned Compensatory time. As of last payroll on January 4, 2013 I have accumulated 110.88 hours. However, if the budget will allow, I would like to request eighty (80) hours to be paid.

Thank you in advance for your consideration.

Respectfully,

A handwritten signature in blue ink that reads "Laura D. McGarry". The signature is written in a cursive style with a large initial "L" and "M".

Laura D. McGarry
Secretary - Police Dept.