

VILLAGE PRESIDENT
Seth Speiser

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Ray Matchett, Jr.
Mike Blaies
Denise Albers
Bob Kaiser
Michael Heap
Lisa Meehling

VILLAGE TREASURER
Bryan A. Vogel

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

PUBLIC WORKS DIRECTOR
John Tolan

POLICE CHIEF
Michael J. Schutzenhofer

ESDA COORDINATOR
Eugene Kramer

ZONING ADMINISTRATOR
Matt Trout

VILLAGE ATTORNEY
Weilmuenster & Keck, P.C.

February 25, 2019

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

A Personnel and Public Safety Committee Meeting of the Village of Freeburg will be held at the Municipal Center, Executive Board Room, **Wednesday, February 27, 2019, 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 January 30, 2019 Minutes
- 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)]

**VILLAGE OF FREEBURG
DEPARTMENT OF POLICE**

14 SOUTHGATE CENTER*FREEBURG, IL 62243 * 618/539-3132 * 618/539-9872

Car #89	2017	Unverferth
Car #90	2018	Chief (New Veh)
Car #91	2011	PT VEH.
Car #92	2016	Marquardt
Car #93	2013	Perinne
Car #94	2008	PT VEH.
Car #95	2013	Whitney
Car #96	2013	Howes
Car #97	2015 K-9	Boeving
Car #99	2017, Fd Ex	Turner(as of 9/24/18)
Car #100	2003	Ruhmann

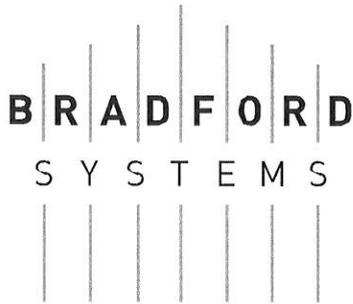
**CASEY'S
ROGER'S TOWING**

Month: **JANUARY 2019**

CAR#	ON MILEAGE	OFF MILEAGE	TOTAL MILES	GALLONS	M.P.G.	\$ AMT
89	25803	26967	1164	88.195	13.20	190.16
90	7923	8733	814	56.68	14.36	125.10
91	95566	95593	27	0	0.00	\$0.00
92	42480	43218	738	83.45	8.84	183.50
93	50060	51348	1,288	106.75	12.07	230.77
94	120235	120734	499	57.83	8.63	124.07
95	67028	68221	1193	114.02	10.46	225.25
96	75575	76685	1,055	103.50	10.19	176.81
97	59859	60.859	1,000	107.77	9.28	234.01
99	13116	13991	875	100.49	8.71	215.77
100	18706	187031	325	21.826	14.89	48.00
					AVG. MPG	
	XXX	XXX	8,978			\$1,753.44

Laura McGarry

c:vehreprt Microsoft Excel



Storage Proposal

Proposal #CR19009

Project #30032

Prepared for:

Michael J. Schutzenhofer

Company Name

14 Southgate Center

Freeburg IL 62243

Submitted by:

Curt Rogers

curt@bradfordsystems.com

Bradford Systems Corporation

1735 Larkin Williams Road

Fenton, MO 63026

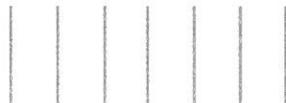
[p] 636-343-2336

[c] 314-401-3345

2/22/19

www.BRADFORDSYSTEMS.com

This proposal is proprietary and is intended only for the confidential use of the designated recipient



Corporate

430 Country Club Drive
Bensenville, IL 60106

630-350-3453 office
630-350-3454 facsimile
800-696-3453 toll-free

Central Illinois

125 Thunderbird Lane, Suite 107
East Peoria, Illinois 61611

309-698-0490 office
309-698-0491 facsimile

Indiana

6231 Coffman Road
Indianapolis, Indiana 46268

317-895-0670 office
317-895-0672 facsimile
800-862-5035 toll-free

Missouri-Southern Illinois

1735 Larkin Williams Road
Fenton, Missouri 63026

636-343-1515 office
636-343-3588 facsimile

<u>Item</u>	<u>Description</u>	<u>Investment</u>
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A. (3) Spacesaver Pass Through Evidence Lockers. The following is included in the pricing: \$15,884.00

Qty	Part no	Description
Evidence Lockers		
1	340678.001	COVER TRIM KIT-VERTICAL
1	340680.001	COVER TRIM KIT-HORIZONTAL 36
1	340681.001	COVER TRIM KIT-HORIZONTAL 72
1	ED3P01MS	HOUSING ASSY-EVIDENCE LCKR PASS THRU,MAIL SLOT CONFIG 1
1	ED3P02	HOUSING ASSY-EVIDENCE LCKR PASS THRU,DOOR CONFIG 2
1	ED3P10	HOUSING ASSY-EVIDENCE LCKR PASS THRU,DOOR CONFIG 10

B. Freight and Handling \$476.00

C. Prevailing Wage Installation performed by installers certified and trained by the manufacturer for the installation of Spacesaver Products. To maintain all warranties, services and parts of Spacesaver products, the proposed system must be installed by a certified and authorized Spacesaver technician. \$628.00

Total Investment **\$16,988.00**

<u>Finish Selections</u>

Please select the following colors from the color chart provided by your Senior Project Manager.

Evidence Locker Color: Blue Grey BG (25)

<u>Order Entry Procedures and Project Team Members</u>
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Please Submit Order to:
 Bradford Systems Corporation
 Attn: Curt Rogers
 1735 Larkin Williams Road
 Fenton, MO 63026
 Federal Tax ID #36-2719574

Please Remit to:
 Bradford Systems Corporation
 Attn: Accts Payable
 430 Country Club Drive
 Bensenville, IL 60106



Project Team Members:

Curt Rogers	Senior Project Director	[p] 636-343-2336	[c] 314-401-3345
Sandra Kaline	Project Support	[p] 636-343-2333	
Mike Bahr	Installation Manager	[p] 314-401-3671	

Terms and Conditions of Sale

General Conditions:

- **Taxes** – Above listed prices do not include taxes. The Purchaser must pay any applicable taxes. If tax is not to be included, please provide your current tax exempt form.
- **Payment Terms** – Unless otherwise stated, the Purchaser agrees to pay the net amount listed on the proposal 30 days from the date of the invoice. If paying by a Credit Card there will be an additional charge based upon the usage fee from the Credit Card Company.
- **Proposal Expiration Date** - Above listed prices are good for 60 days. After that time, a new proposal may be necessary.
- **Design Ownership** – All designs, drawings, specifications and samples regarding an order shall remain the property of the Bradford Systems Corporation and may not be used, reproduced or distributed, in whole or in part, without prior consent.
- **Returns** – No product shall be returned to the Bradford Systems Corporation without prior written specific return authorization.
- **Field Verification** – If the products listed on the proposal are designed from drawings without any field verification, the Purchaser is responsible for any costs incurred for product corrections and additional installation work due to incorrect dimensions.
- **Change Order** – The Purchaser may from time to time request changes in the order, including but not limited to changes in specifications, method of shipment, color, and point of delivery by written notification to Bradford Systems Corporation in the form of a change order notice or letter. Bradford Systems Corporation may, at its sole option, accept these changes and then determine whether an increase or decrease in cost or delivery/installation time will be made to the order. The Purchaser shall reserve the right to accept or decline such changes in price or delivery.
- **Cancellation** – In the event the Purchaser decides to cancel an order or undelivered portion of an order for reasons other than delinquency of shipment, the Purchaser agrees to abide by the product manufacturer's cancellation policy.
- **Insurance** – The proposal is based upon Bradford Systems Corporation's standard insurance coverage. A certificate of insurance is available upon request.



- **Permits** – Any licensing and permit fees are the responsibility of the Purchaser and are not included in our proposal.

Installation and Delivery:

- **Shipping** – Bradford Systems Corporation shall use its best effort to make shipments in the quantities and at the time specified in the order and by the carrier deemed best for the product ordered. Bradford Systems Corporation shall not be held liable for delays or defaults in shipments due to causes beyond our control.
- **Storage Space** – Provided the products do not arrive at the site earlier than the date requested, safe and adequate storage space will be provided at the installation site at the Purchaser's expense.
- **Damage** – After arrival at the site, any loss or damage by weather, other trades (i.e. painting, plastering, standing on product), fire or other elements, shall be the responsibility of the purchaser. The Purchaser agrees to hold Bradford Systems Corporation harmless from loss for such reasons.
- **Customer Receiving** – If the Purchaser decides to receive product for storage or for installation purposes, the Purchaser is responsible for checking and noting on the receipt any damage or possible damage to the product being unloaded. If this is not done, The Purchaser agrees to pay any additional replacement product cost if a freight claim cannot be awarded.
- **Delivery and Work Hours** – Unless otherwise stated, delivery and installation will be made during normal working hours Monday through Friday. The Purchaser agrees to pay additional labor costs resulting from overtime work.
- **Condition of Job Site** – It is the Purchaser's responsibility that the job site is clean, clear and free of debris prior to installation and that there is a clear pathway from the unloading point to the designated installation area. In the event installation personnel remove or assist in removing existing furniture or equipment at the job site, the purchaser agrees to pay Bradford Systems Corporation for this service, as separately invoiced. Upon completion of installation, Bradford Systems Corporation will remove boxes, trash and debris. The Purchaser will be responsible for dusting, vacuuming and all other normal cleaning.
- **Stairs** – Unless otherwise stated, the installation cost does not include carrying the product up or down stairs, renting equipment to move product to an upper or lower floor or the cost of an elevator operator.
- **Job Site Services** – The Purchaser agrees to provide electric current (if necessary an electrician) if above listed products require any power.
- **Installation Delays** – In the event that construction delays or other causes not within Bradford Systems Corporation's control force postponement of the installation as scheduled, the product will be considered accepted by the Purchaser for purposes of invoicing and payment. In such an event the Purchaser may reserve the right to withhold 10% of the invoice amount of such shipments against the completion of the contract. The Purchaser will pay all transfer and storage charges incurred.



- **Testing** – Any costs for safety training and testing are the responsibility of the Purchaser and are not included in our proposal.

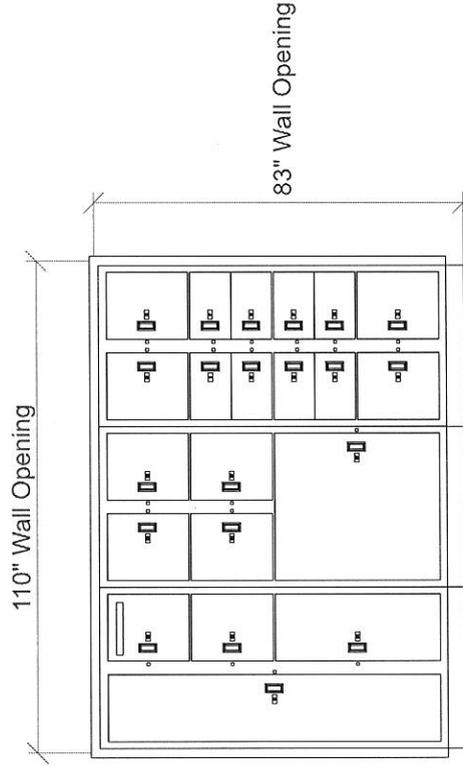
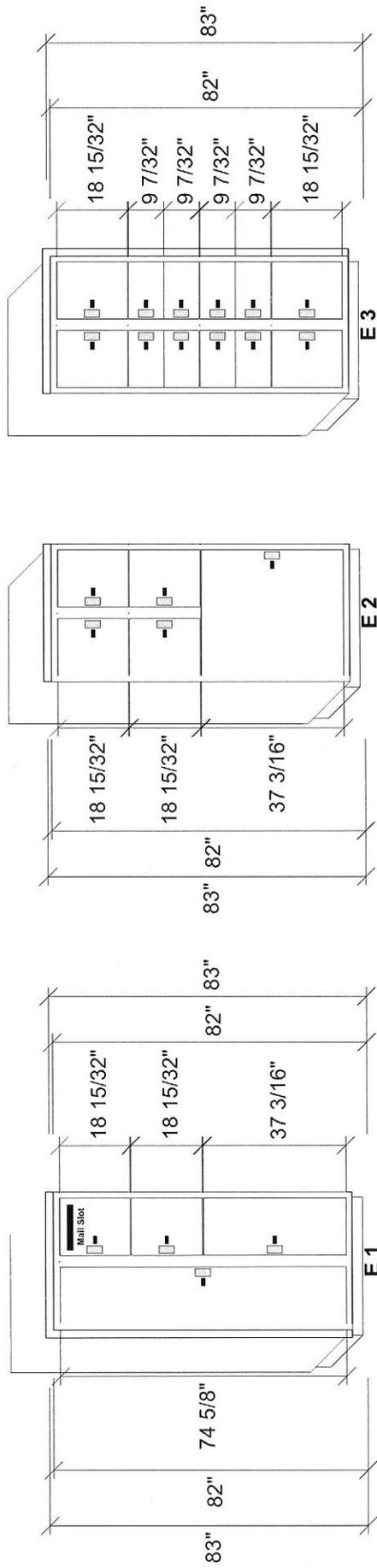
Lockers:

- **Fire Code** – The Purchaser is responsible for fire code compliance based upon the proposed system.
- **Level** – The proposed system is based upon installing on a new or existing slab floor that is level within ¼" over a twenty foot span. In the event the floor is uneven beyond the stated tolerances, a gap may appear as the bottom of the locker is leveled using shims.
- **Floor Drilling** – The Purchaser is responsible for notification of any electrical or other obstructions located in the floor. Unless otherwise stated, the proposed locker system's base can require anchoring into the floor.
- **Seismic** – Bradford Systems is not an architectural/engineering firm and cannot determine the seismic conditions applied to this project. The Purchaser is responsible for determining if a seismic anchorage evaluation is necessary before ordering. If needed, Bradford Systems Corporation will provide a document properly stamped by an independent Illinois licensed and certified engineer that states our system meets the proper seismic anchorage requirements. The evaluation is specific to the unique design and installation location of the proposed system. The Purchaser is responsible for the cost of the seismic evaluation and any additional equipment cost or modifications.

<p>Approved By: _____</p> <p>Title: _____</p> <p>Date: _____</p>

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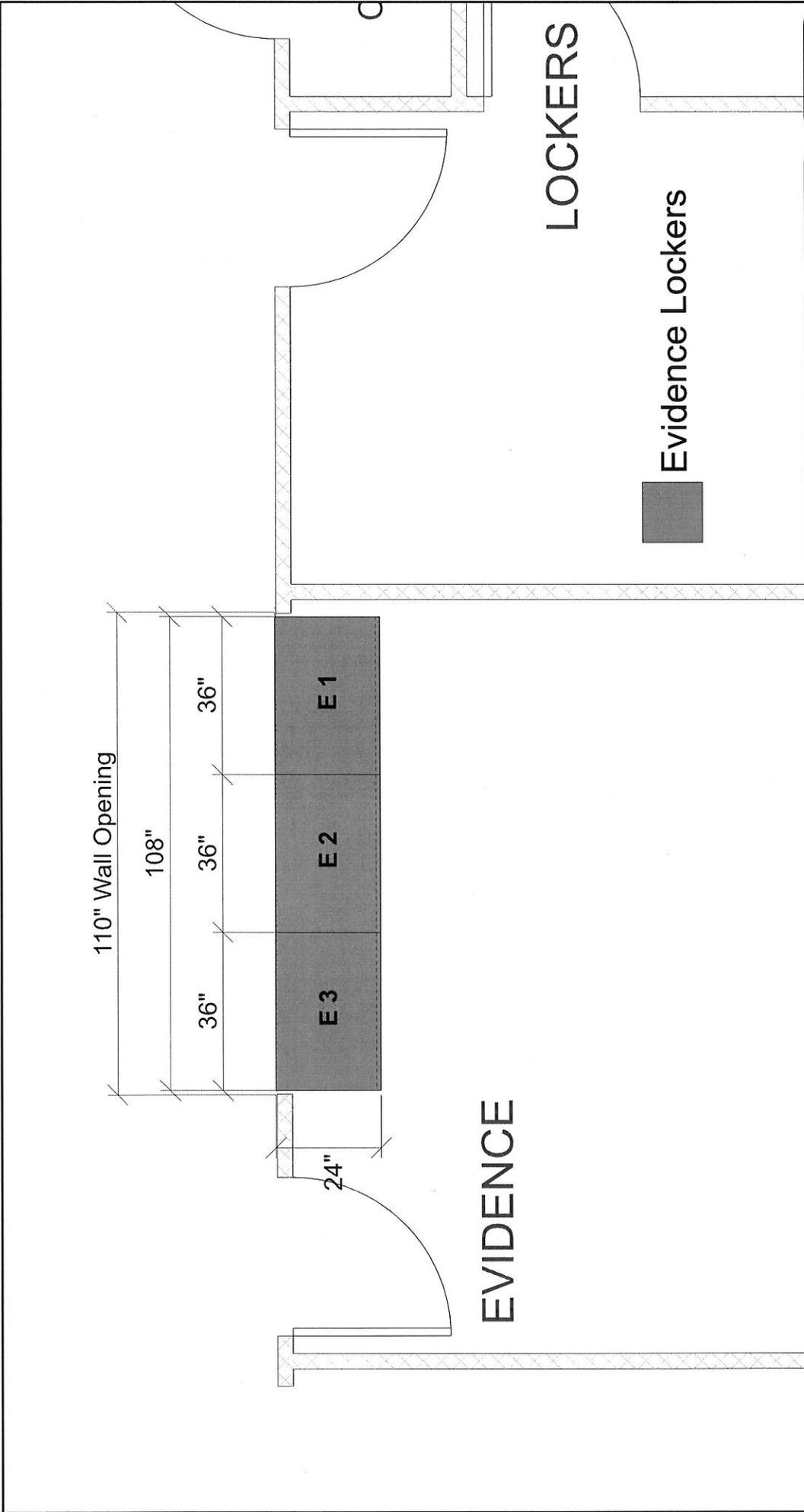


APPROVAL
This drawing Approved By: _____
Dated: _____

Project #: _____
Drawn by: _____
Date Printed: 02/22/2019
Scale 1:27 Rev level: _____

Project Name:
Village of Freeburg Police Department

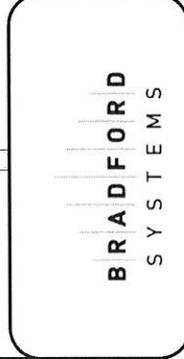
B R A D F O R D
S Y S T E M S



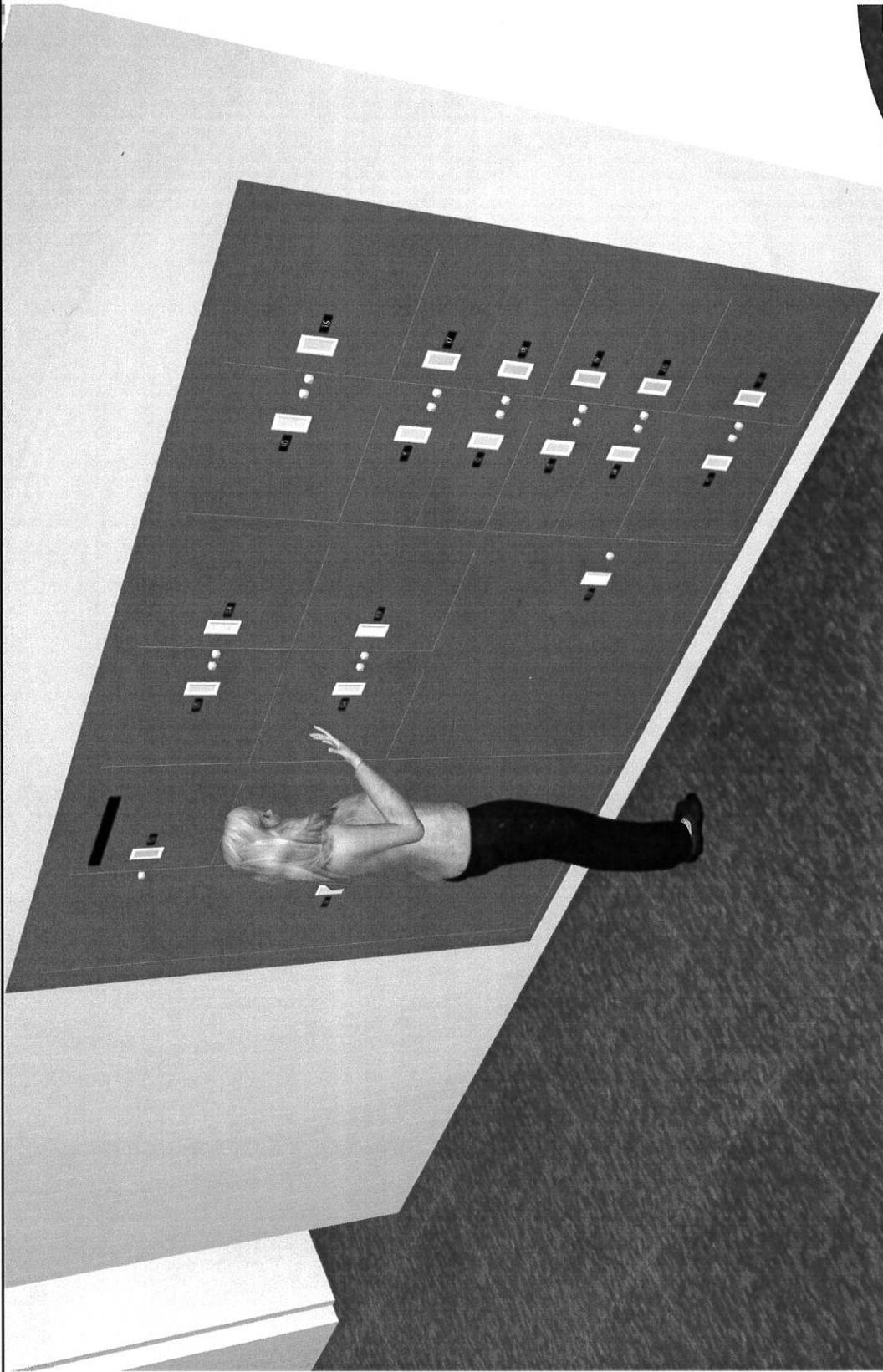
APPROVAL
This drawing Approved By: _____
Dated: _____

Project # _____
Drawn by: _____
Date Printed: 02/22/2019
Scale 1:21
Rev level: _____

Project Name:
Village of Freeburg Police Department



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APPROVAL
 This drawing Approved By: _____
 Dated: _____

Project #: _____
 Drawn by: _____
 Date Printed: 02/22/2019
 Scale 1:18
 Rev level: _____

Project Name:
Village of Freeburg Police Department

B R A D F O R D
S Y S T E M S

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Seth Speiser

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PERSONNEL AND PUBLIC SAFETY COMMITTEE MEETING (Meehling/Blaies/Heap/Matchett) Wednesday, January 30, 2019 at 6:00 p.m.

Chairperson Lisa Meehling called the meeting of the Personnel and Public Safety Committee to order on Wednesday, January 30, 2019 at 6:22 p.m. Those present were Chairperson Lisa Meehling, Trustee Mike Blaies (absent), Trustee Mike Heap, Trustee Ray Matchett, Mayor Seth Speiser, Trustee Denise Albers, Trustee Bob Kaiser, Village Clerk Jerry Menard, Police Chief Mike Schutzenhofer, Public Works Director John Tolan, Village Administrator Tony Funderburg and Office Manager Julie Polson (absent).

POLICE:

A. OLD BUSINESS:

1. Police Department Expansion: Chief Mike Schutzenhofer advised they will be setting the trusses tomorrow and Friday followed by the plywood and shingles next week. The brick should be here the middle of February. Included in the police expansion loan will be \$30,000 on the overage from the bid, camera system including recycling center, underground electric, both sets of lockers, utility connections, parking lot/driveway, sidewalks, CAT 5 lines for the phone/computer and flooring. The total would be \$540,098, and Tony would like a loan for \$150,000 to cover everything and a little extra if needed. The police fundraiser will help with some items. Mike is going to talk to Kathy at Country Mart to see if they have any shelving we can use. Village Administrator Tony Funderburg advised he is looking to update the board room to include an organizer on top of the board seating area, replace the carpet, and update the recording system. Tony will have Bryan review the numbers and provide loan estimates at the next meeting.

B. NEW BUSINESS:

1. Executive Session to Discuss Personnel, 5 ILCS 120/2-(c)1: Not needed at this time.

Tony advised we had a part-time officer at the grade school and they would like to pay 20 hours a week. Their current salary is \$15 per hour, and Tony asked if we want to do this. Mike said the officer would work 4 hours a day, 5 days a week. The high school does not want to participate. Mike said the grade school has worked well with our police department on addressing safety issues. Mike said one of the biggest issues is getting student photo ID's and the schools are working towards that. The committee was in agreement with the grade school request. Tony stated this will be done through an intergovernmental agreement.

The golf tournament has been scheduled for June 22nd.

PERSONNEL:

A. OLD BUSINESS:

1. Approval of December 17, 2018 Minutes: Trustee Ray Matchett motioned to approve the December 17, 2018 Minutes and Trustee Mike Heap seconded the motion. All voting yea, the motion carried.

B. NEW BUSINESS:

1. Executive Session to Discuss Executive Session Minutes, 5 ILCS, 120/2-(c)(21): Tabled at this time.

C. GENERAL CONCERNS: None.

D. PUBLIC PARTICIPATION: None

E. ADJOURN: *Trustee Ray Matchett motioned to adjourn at 6:48 p.m. and Trustee Mike Heap seconded the motion. All voting yea, the motion carried.*



Transcribed from tape by
Julie Polson
Office Manager