

**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

**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

March 19, 2012

## NOTICE

### MEETING OF THE PUBLIC PROPERTY COMMITTEE (Streets/Municipal Center/Pool/Parks & Recreation) (Matchett/Baker/Blaies)

A Public Property Committee Meeting of the Village of Freeburg will be held at the Municipal Center, Executive Board Room, on **Wednesday, March 21, 2012 at 6:30 p.m.**

### PUBLIC PROPERTY COMMITTEE MEETING AGENDA

#### SWIMMING POOL:

- A. Old Business
  - 1. Pool
- B. New Business
  - 1. Carl Barton PTO Spring Carnival

\*\*\*\*\*

- A. Old Business
  - 1. Approval of February 15, 2012 minutes
  - 2. Safe Routes to School
  - 3. 709 Saxony Lane request for culvert
  - 4. Welcome to Freeburg sign at north end of town
  - 5. MFT
  - 6. Vacation of streets by high school
  - 7. Procedure to Request Flags to be Displayed
  - 8. Drainage Problem Areas
  - 9. Shady Lane dispute
  - 10. Ditch behind home at 606 W. High
  - 11. Lobby Painting
  - 12. New fogger purchase
  - 13. Spring Clean Up 4/20 - 4/23
  - 14. Lighting along Westview Drive
- B. New Business
  - 1. Summer Hire
  - 2. Area Agency on Aging Request
  - 3. Round Table Design Request
- C. General Concerns
- D. Public Participation
- E. Adjourn

At said Public Property Committee Meeting, the Village Trustees may vote on whether or not to hold an Executive Session to discuss potential litigation [5 ILCS, 120/2 - (c)(11)]; the selection of a person to fill a public office [5 ILCS, 120/2 - (c)(3)]; personnel [5 ILCS, 120/2 - (c)(1) a.]; or real estate transactions [5 ILCS, 120/2-(c)(5)].

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Public Property Committee Meeting  
Streets/Municipal Center/Pool/Parks & Recreation  
(Matchett/Baker/Blaies)

Wednesday, March 21, 2012 at 6:30 p.m.

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The meeting of the Public Property Committee was called to order at 6:30 p.m. on Wednesday, March 21, 2012, in the Municipal Center. Those in attendance were Chairman Ray Matchett, Trustee Mike Blaies, Trustee Rita Baker, Mayor Ray Danford, Village Clerk Jerry Menard (7:00 p.m.), Trustee Steve Smith (7:20 p.m.); Trustee Seth Speiser (7:30 p.m.); Public Works Director Ron Dintelmann, Assistant Public Works Director John Tolan, Village Administrator Dennis Herzing, Office Manager Julie Polson and Pool Manager Scott Schulz. Guests present: Several members of the Swim Team.

## POOL: A. OLD BUSINESS:

1. Pool: Mayor Danford acknowledged the members of the swim team and asked Dennis to provide an update on the pool. Dennis said we received the permit approval last Friday and the contractor started work Monday morning. If the weather holds, we should be in pretty good shape. Dennis also said we've asked the contractor to complete the work on the main pool as quickly as possible. The current contract completion date is May 15th but with the permit holdup, that may have to be extended. Dennis said a lot of work was done over the winter which included the review of the shop drawings and placing our electric underground. Swim team members asked the Village if there will be an increase/decrease in fees and Mayor Danford said that will be decided during the budget talks. Mayor Danford said at this time, he did not feel there would be any increases in the fees. They also asked if the fees will be prorated if the pool does not open on time and Mayor Danford said that would be considered. Swim team also asked if they would be compensated if they had to go elsewhere to practice if the pool didn't open on time and Mayor Danford said no. John stated we will be dedicating some of our staff to start work on the bathhouse. The swim team asked if a mural could be painted on the inside of the bathhouse and Dennis said we had previously asked Larry Page about that and it never came to happen. He will talk to him again. Mayor Danford suggested we might want to start building a fund for future liner repairs. Trustee Matchett suggested we talk to the Dept. of Health to make sure we can still open the main pool if the work on it is completed and the baby pool is still under construction. Swim team asked to be advised of updates and Dennis said we will do that.

We have 7 returning lifeguards and have received 5 applications for new lifeguards. Scott would like to have 12 guards and feels comfortable hiring the new applicants. The committee agreed to keep the pay for the managers and returning lifeguards in line with the pay increases for the Village employees.

*Trustee Rita Baker motioned to recommend to the full Board Christopher Alt, Schuyler Czech, Ryan Price, Blake Ragland and Neal Schaller be hired as new lifeguards for the 2012 pool season at \$8.25 per hour; returning lifeguards Caroline Bircher, Dillon Czech, Amy Fournie, Hannah Lanter, Kaylyn Nation, Taylor Richards and Tanner Ross receive a 17¢ per hour increase, and pool managers Scott Schulz, Darren Pierce and Jillian Rouse receive a 2% raise and Trustee Mike Blaies seconded the motion. All voting aye, the motion carried.*

Street Committee Meeting Minutes  
Wednesday, March 21, 2012

Page 1 of 3

VILLAGE BOARD OF TRUSTEES MEETINGS ARE HELD ON THE FIRST AND THIRD MONDAY OF EVERY MONTH



## B. NEW BUSINESS:

1. Carl Barton PTO Spring Carnival: The carnival will be held in May and we normally donate a 10-day pass to the pool.

*Trustee Rita Baker motioned to recommend to the full Board one 10-day pool pass be donated to the PTO Carnival and Trustee Mike Blaies seconded the motion. All voting aye, the motion carried.*

## STREETS: A. OLD BUSINESS:

1. Approval of February 15, 2012 minutes: *Trustee Rita Baker motioned to approve the February 15, 2012 minutes and Trustee Mike Blaies seconded the motion. All voting aye, the motion carried.*

2. Safe Routes to School: Dennis needs to talk with Trustee Smith to find out if the engineering costs were included in the application. We also need to set up a meeting with IDOT. Dennis said an engineering decision needs to be made and further said he has no questions on the expertise of either Rhutasel or TWM to do the project. Trustee Matchett asked for a proposal from Rhutasel.

3. 709 Saxony lane request for culvert: Nothing new.

4. Welcome to Freeburg sign: John will try to get some pictures for next meeting.

5. MFT: Dennis said MFT has been approved and he will contact IDOT to get a bid date scheduled.

6. Vacation of streets by high school: Item can be taken off the agenda.

7. Procedure to Request Flags to be Displayed: Nothing new.

8. Drainage Problem Areas: John said Netemeyer is doing quite an extensive job trying to figure out where all water comes from that drains under the railroad tracks. John said our guys have been working on Alton, Dewey and Temple Streets.

9. Shady Lane Dispute: Dennis met out at Rhutasel's with Gale, the Lucketts and the other party involved. Dennis said we own a 30' strip back to the cemetery and also the cemetery. Gale located the 4 stones that would show the cemetery is 2 acres but deeds found reflect the cemetery is either 1.6 or 2 acres. It was determined that Lockett's shed is on our property and should be moved. Dennis will go through all of the information and bring it to next month's meeting along with a copy of the drawing.

10. Ditch behind home at 606 W. High: John has the concrete from the pool and has this on his list to do.

11. Lobby painting: Julie said we will start working on this soon.

12. New fogger purchase: John said he is getting another quote but this has been put into the budget.

13. Spring Clean Up April 20th - 23rd: The dates have been set and John has set up a meeting with Waste Management two weeks prior to review everything. Last year went pretty smoothly and we hope for the same this year.

14. Lighting along Westview Drive: John said there is not a good pole to light the area on the curve. They had planned to go underground on Westview so they will set a pad out there and complete this over the summer.

**B. NEW BUSINESS:**

1. Summer Hire: Dennis said we have put more money in the budget for temporary help since that has been able to help cut down on overtime. John said the guys we had worked out really well last year. John would like to hire them now and be able to use them at the pool and other projects.

*Trustee Mike Blaies motioned to recommend to the full Board we hire David Beshears and Tony McDonald as temporary help at \$8.17 per hour and Trustee Rita Baker seconded the motion. All voting aye, the motion carried.*

2. Area Agency on Aging Request: We received a request for them to solicit donations on May 5, 2012 at Route 15 & Apple Street from 9:00 a.m. - 3:00 p.m.

*Trustee Rita Baker motioned to recommend to the full Board the Area Agency on Aging's request to solicit donations on May 5, 2012 be approved and Trustee Mike Blaies seconded the motion. All voting aye, the motion carried.*

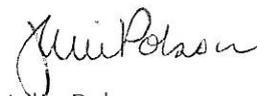
3. Round Table Design Request: Dennis said this was an unsolicited marketing proposal offering to go after an ITEP grant like Rhutasel did for the Westview Drive project. The committee agreed we would prefer to stay with a local firm if we pursued a future grant.

Dennis brought up the grass mowing contract and said we met with KMK Lawns this week. they would like to renew the contract and only raise their fee by \$75 to help cover the rising gas costs. Dennis told KMK we are absolutely pleased with the work they do and will take it to the committee meeting for discussion. Mayor Danford said he has had people approach him about bidding this out. Trustee Blaies suggested we put language in the bid request that we have the right to reject the lowest bid if it is not in the best interest of the Village to accept it.

**C. GENERAL CONCERNS:** None.

**D. PUBLIC PARTICIPATION:** See above.

**E. ADJOURN:** *Trustee Rita Baker motioned to adjourn the meeting at 7:40 p.m. and Trustee Mike Blaies seconded the motion. All voting aye, the motion carried.*

  
Julie Polson  
Office Manager



February 6, 2012

RECEIVED

FEB 23 2012

To Whom It May Concern:

The Parent-Teacher Organization of Carl L. Barton Elementary School in Freeburg, Illinois is sponsoring its Thirteenth Annual Spring Carnival, to be held in May 2012. The 2011 carnival was a tremendous success. The carnival consists of lunch, snacks, rides, games and a prize booth for over 800 children. The students have a good time and look forward to this event every year.

Please consider helping us by contributing a prize item, preferably with a value of at least \$15 or more, and/or a monetary donation to be used towards the purchase of such items.

You may mail your contribution to Freeburg Elementary School, c/o PTO Carnival, 408 South Belleville Street, Freeburg, IL 62243. If you prefer to have your contribution picked up, please contact Kim at 539-3123. A carnival committee representative will schedule a convenient pick up time between March 10<sup>th</sup> and 31<sup>st</sup> at your business location.

Any proceeds from our carnival will be used by the PTO for the benefit of future carnivals.

Community involvement has allowed Freeburg Elementary School to provide this type of fun event for our students, while allowing us to continue progressing as a quality educational institution.

Thank you in advance for any contribution you may give that will make our carnival a successful event.

Sincerely,

Kim Borja  
Raffle/Prize Committee



2365 Country Road • Belleville, IL 62221 • Tel: (618) 222-2561 • (800) 326-3221 • Fax (618) 222-2567 • E-mail [ask@answeronaging.com](mailto:ask@answeronaging.com)  
[www.answeronaging.com](http://www.answeronaging.com)

February 29, 2012

RECEIVED

MAR 02 2012

Mayor Dan Rayford  
Village of Freeburg  
14 Southgate Center  
Freeburg, Illinois 62243

Dear Mayor and Committee Members,

Attached is our request for solicitation for May 5, 2012 at Route 15 & Apple Street, between the hours of 9:00 am – 3:00 pm. The proceeds for the event will go to Christian Homecare Services, Inc. to benefit services for older adults.

The insurance certificate is enclosed.

Thank you for the opportunity to host this fund raising event in your community. Should you have further questions do not hesitate to call me at 222-2561.

Sincerely,

A handwritten signature in black ink, appearing to read 'Joy Paeth', with a large, stylized flourish at the end.

Joy Paeth  
Chief Executive Officer

Assistance • Advocacy • Answers on Aging

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Public Property Committee Meeting  
Streets/Municipal Center/Pool/Parks & Recreation  
(Matchett/Baker/Blaies)  
Wednesday, February 15, 2012 at 6:30 p.m.

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

The meeting of the Public Property Committee was called to order at 6:30 p.m. on Wednesday, February 15, 2012, in the Municipal Center. Those in attendance were Chairman Ray Matchett, Trustee Mike Blaies, Trustee Rita Baker, Assistant Public Works Director John Tolan, Office Manager Julie Polson and Pool Manager Scott Schulz.

## POOL: A. OLD BUSINESS:

1. Pool: Julie said we have received six lifeguard applications. The job opening is posted on the website. She will contact the remaining lifeguards if she hasn't heard back from them in the next week. John said there hasn't been any work done since the last meeting. EWR has sent the revised plans and we are waiting on the permit. Davinroy can't do any new work until it is received. John said our guys have the chlorine room cleaned out and the electric has been switched to underground. Scott asked if we think we are going to open on time and John said if we have good weather we should. John said we will start working on the bath house in March. Scott asked when the lifeguards and managers will be hired and Rita said we will do that in March.

## B. NEW BUSINESS: None.

## STREETS: A. OLD BUSINESS:

1. Approval of January 18, 2012 minutes: Trustee Rita Baker motioned to approve the January 18, 2012 minutes and Trustee Mike Blaies seconded the motion. All voting aye, the motion carried.
2. Safe Routes to School: John said we have the plans from TWM and have found some discrepancies. He and Dennis will meet with Marsha from TWM shortly to review the plans.
3. 709 Saxony lane request for culvert: Nothing new.
4. Welcome to Freeburg sign: John will try to get some pictures for next meeting.
5. MFT: With Dennis being sick, we didn't get the MFT package in the packet. Dennis will get it done and available for everyone to review before the first board meeting in March.
6. Vacation of streets by high school: Nothing new.
7. Procedure to Request Flags to be Displayed: Nothing new.
8. Drainage Problem Areas: John said Netemeyer has been out surveying from Monroe all the way to the water tower and shed to see how that all drains. We need to find out how the water is getting under the railroad tracks. John said we are working in the 100 block of Alton and will be addressing the culverts and sidewalk. He said Don Gass has offered to

Street Committee Meeting Minutes  
Wednesday, February 15, 2012  
Page 1 of 2

help share in the cost of replacing these items. He told the committee he would like to oil and chip behind the Green Mill and other high traffic alleys along State Street. The committee agreed.

9. Shady Lane Dispute: John talked to Gale who said he has not worked on this. Gale believes Lockett is on our property.

10. Ditch behind home at 606 W. High: John was able to get concrete from the pool demolition and will get that into the ditch.

11. Lobby painting: Julie passed around the color samples and said we would install a chair rail in the lobby. John said he would like to see that in the board room as well. The committee was in agreement with the colors and gave the go ahead to get the project done.

12. New fogger purchase: John said Clarke quoted \$9500 and the company he currently uses quoted \$7800. He would like to put money in the budget to purchase this.

**B. NEW BUSINESS:**

1. Fire Prevention Inspection Report: We had one item checked - emergency lighting needs to be fully operational - and John said he will have the guys take care of it.

2. Spring Clean Up April 20th - 23rd: The dates have been set and we will get everything set up.

Rita asked if we could install a light at Countryside Lane and Freeburg/Douglas Road and John said that is the county's jurisdiction. Mike asked if John could look at lighting the area along the curve on Westview Drive.

The 2012 ITEP memorandum was provided to the committee. Eligible projects include pedestrian and bicycle facilities, historic preservation, scenic easements, etc. Depending on the project, it is a 50/50 or 80/20 matching grant. If anyone has any ideas, please let Dennis know.

We received a \$100,000 DCEO grant and the committee was asked to come up with some projects that we might be able to use with this money.

**C. GENERAL CONCERNS:** None.

**D. PUBLIC PARTICIPATION:** See above.

**E. ADJOURN:** *Trustee Mike Blaies motioned to adjourn the meeting at 7:15 p.m. and Trustee Rita Baker seconded the motion. All voting aye, the motion carried.*



Julie Polson  
Office Manager

# ROUND TABLE DESIGN

PROJECT MANAGEMENT-PROFESSIONAL ENGINEERING-LAND SURVEYING  
1020 MAIN • MT. VERNON • IL 62864  
(618) 244-7819 • FAX (618) 244-7823  
www.round-table-design.com



RECEIVED

MAR 02 2012

Village of Freeburg  
14 Southgate Center  
Freeburg, IL 62243

February 27, 2012

Dear Mr. Danford,

My name is Mark Beimfohr, I am employed by Round Table Design in Mt. Vernon, IL. I would like to introduce our firm and tell you about a Federal reimbursement program to help you enhance your community.

The 'Illinois Transportation Enhancement Program' which is administered by the Illinois Department of Transportation (IDOT). It is a Federal Program that will reimburse up to 80% of the costs incurred by your community on approved projects. I have enclosed a portion of their 2012 guidelines manual which includes the 12 categories approved by this program. The deadline for applications to be submitted is May 29<sup>th</sup>, 2012.

Our firm is currently working with McLeansboro, Illinois on this program and we are on the agenda's of City Council meetings for Nashville and Okawville to help them with their Streetscape projects.

Please review our company brochure and contact us if you are interested in taking advantage of this enhancement program, or any other needs we may help you with. Our firm would be happy to attend your city council meeting and discuss your ambitions with your community leaders

Thank-you,

A handwritten signature in black ink, appearing to read 'Mark Beimfohr', written over a horizontal line.

Mark Beimfohr  
Round Table Design, Inc.

**ILLINOIS TRANSPORTATION**

**ENHANCEMENT PROGRAM**

**2012 GUIDELINES MANUAL**

**CYCLE 10**

**PREPARED BY**



**Illinois Department of Transportation**

**JANUARY 2012**

## SECTION B

### PROGRAM CATEGORIES

In order to be eligible for enhancement funding, a project must demonstrate a relationship to surface transportation. The enhancement projects must enhance the transportation system either by serving a transportation need or providing a transportation use or benefit.

For example, a bike trail that connects to existing facilities is serving a need for the people traveling to and from the facilities or communities. Scenic beautification along a highway provides a transportation benefit and significantly enhances the transportation experience. A visitor center facility providing information on the current transportation system or the history of a road serving the transportation system provides a transportation use.

Activities are not eligible if they are routine maintenance projects such as striping a trail, cleaning up debris and filling potholes. Items such as roadway resurfacing, sidewalk repair and curb cuts for the disabled (as a standalone project) are considered routine activities and therefore ineligible for the enhancement program. Curb cuts as part of a new pedestrian facility or landscape/streetscape project would be eligible.

**Please be advised if your project involves sidewalk work you most likely will be required to update the facility to meet current ADA Accessibility Standards. That would include, but not limited to, curb cuts and handicapped ramps at intersections and corrective measures to fix cross slopes that exceed the ADA standards. For example, curb cuts for the disabled as a stand alone project would not be eligible but if they are required as a part of the overall project they would be.**

**Using the SAFETEA-LU federal categories, IDOT is accepting project applications for ITEP funding in the following twelve categories:**

1. Provision of facilities for pedestrians and bicycles
2. Scenic or historic highway programs (including the provision of tourist and welcome center facilities)
3. Landscaping and other scenic beautification
4. Historic preservation
5. Rehabilitation of historic transportation buildings, structures, or facilities (including historic railroad facilities and canals)
6. Provision of safety and educational activities for pedestrians and bicyclists
7. Acquisition of scenic easements and scenic or historic sites
8. Preservation of abandoned railway corridors for the conversion and use thereof for pedestrian and bicycle trails
9. Control and removal of outdoor advertising
10. Establishment of transportation museums
11. Environmental mitigation to address water pollution due to highway runoff or reduce vehicle-caused wildlife mortality while maintaining habitat connectivity
12. Archeological planning and research

# Round Table Design

Located in Downtown Mt. Vernon, IL



## ROUND TABLE DESIGN, INC.

PROJECT MANAGEMENT - PROFESSIONAL ENGINEERING - LAND SURVEYING

1020 MAIN • MT. VERNON • IL 62864

(618) 244-7819 • FAX (618) 244-7823 [www.round-table-design.com](http://www.round-table-design.com)

## About ROUND TABLE DESIGN, INC.

Round Table Design, Inc. is a Professional Design Firm located in Downtown Mt. Vernon, IL. We understand the challenges facing local communities in preserving their history while planning for the future; we also understand dilemmas private developers run into when planning and implementing their projects. Our experience can help you attain your goals using cutting edge technologies while providing excellent long term solutions.

The Firm was Incorporated in May of 1989 and has a combined 43 years experience in the Surveying Field, 35 years experience in Engineering, and 49 years experience in Project Management.

The President and Owner of Round Table Design is Licensed as a Professional Engineer in five states and a Professional Land Surveyor in the state of Illinois. Our Engineering Department has worked with multiple funding agencies on a variety of Municipal projects over the years. They have the resources and technology to solve any type of engineering problem with an efficient and cost effective solution.

Our Land Surveying Department also has state of the art technologies. We utilize Robotic Total Stations and equipment with Global Positioning System (GPS) technology to collect field data. Our in-house capabilities will provide all the land surveying requirements for your project.

The Project Management aspect of our firm can coordinate Architectural, Engineering and Land Surveying disciplines to deliver a complete project. Our Staff has the creative ability to design and develop projects from conceptual ideas to construction documents; and the expertise for comprehensive inspections during construction.

Round Table Design can survey your existing site, design the site and any improvements on the site, and provide the necessary documents to make your idea a reality. Our focus continues to be on meeting the client's goals rather than simply completing an assignment.



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## Projects



### **WWII Memorial, Flora, IL**

The Memorial is located off East 2<sup>nd</sup> Street on the Flora Library grounds. Streetscape design considerations included benches, light poles, the honor commemoration, and a brick paver pathway.



**ROUNDTABLE DESIGN, INC.**

Mt. Vernon, IL

## Projects



### **Sidewalks for Mt. Vernon, IL**

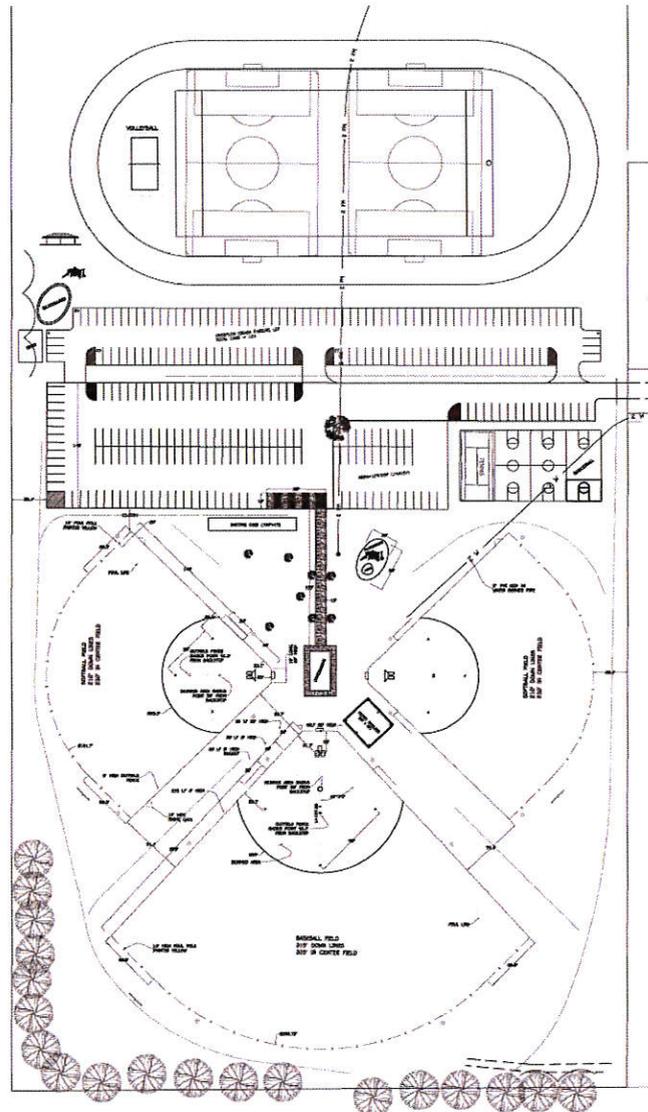
A large project designed and drawn for the City of Mt. Vernon included 7500 L.F. of PCC sidewalk 5 foot wide. The sidewalks are on both sides of Rte. 15 beginning at 42<sup>nd</sup> Street continuing west over the interstate, up Potomac Ave. all the way to the movie theatre. This project included surveying the route, preparing easements, utility relocation, and street signs along with accessibility codes. Striping for crosswalks were laid out and our engineering team reworked the pedestrian signalization at intersections.



**ROUNDTABLE DESIGN, INC.**

Mt. Vernon, IL

## Projects



### **Chapman Park, Woodlawn, IL**

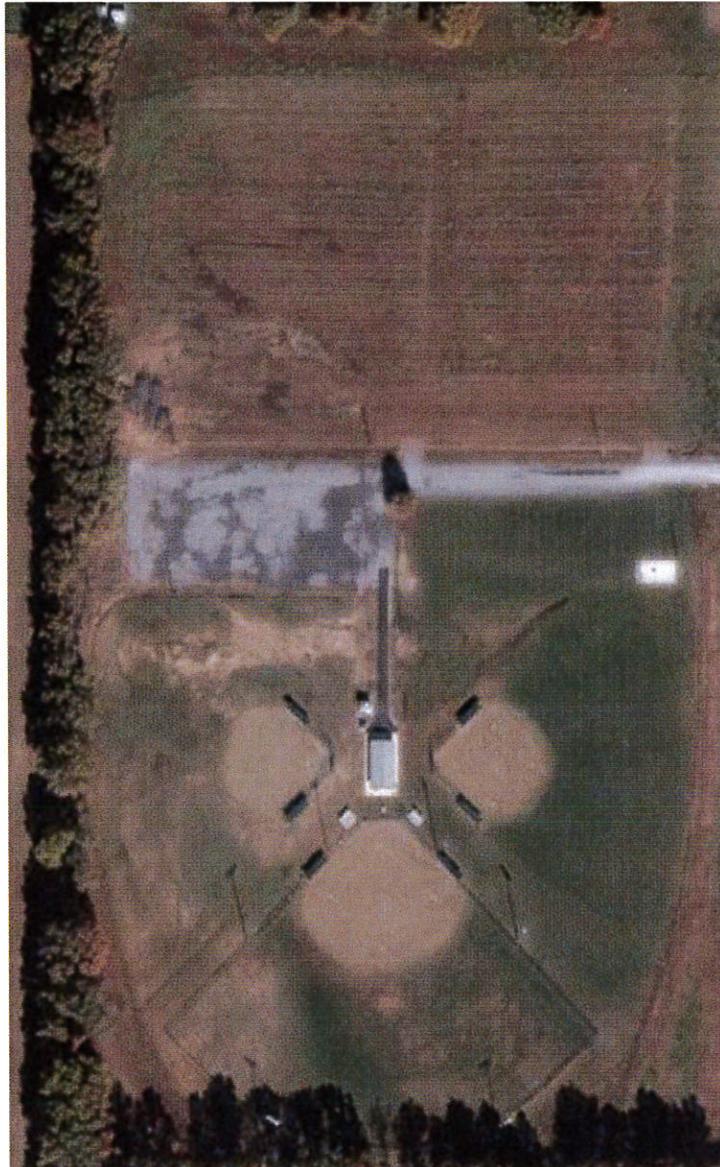
The Village of Woodlawn was our client as we designed their master plan for Chapman Park. The Master Plan included three baseball fields, two soccer fields, outdoor volleyball, a skateboarding area, a walking/running track, basketball courts, a concession stand, a playground and substantial of parking.



**ROUNDTABLE DESIGN, INC.**

Mt. Vernon, IL

## Projects



### **Presently**

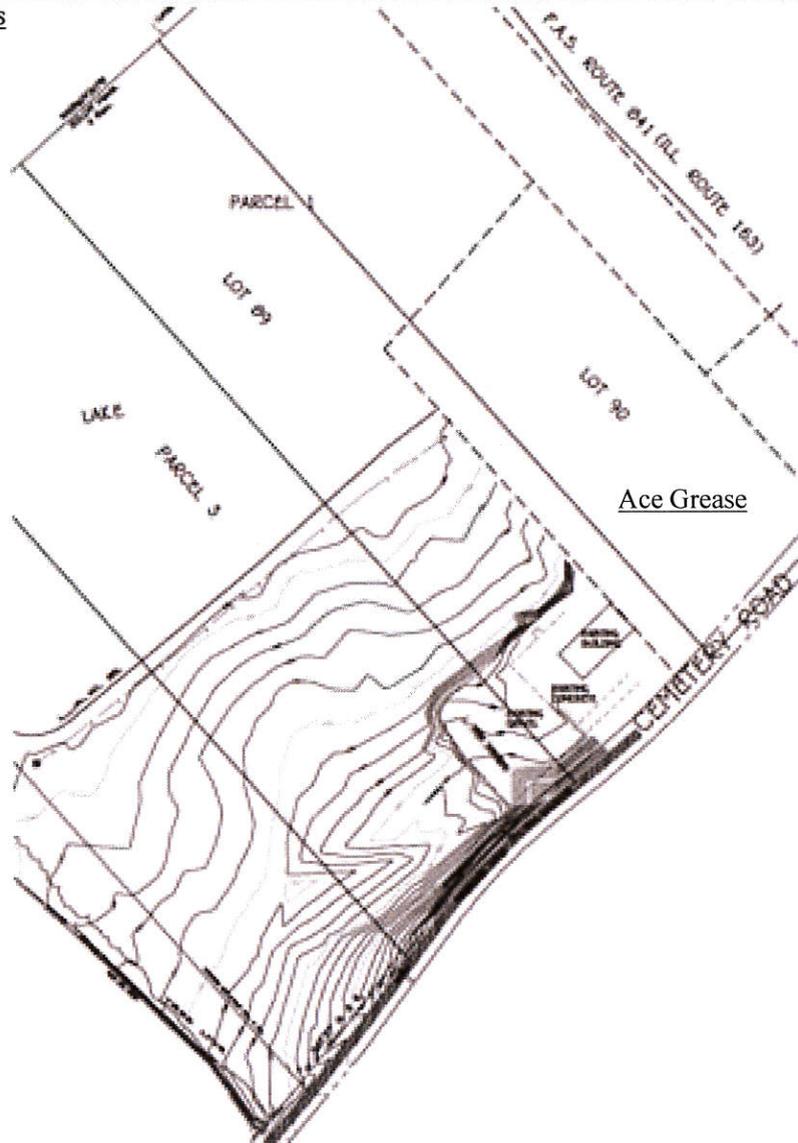
Chapman Park today with three baseball fields, the concession stand, and some of the parking completed as the first phase of their project.



**ROUNDTABLE DESIGN, INC.**

Mt. Vernon, IL

Projects



**Locally**

Our engineers designed the site layout for Ace Grease in Millstadt, IL. We have designed several of the Family Video Sites for their stores including Collinsville and Granite City.



## **Kevin L. Phillips, PE, PLS**

President

### **1989 to Present**

#### **PRESIDENT, ROUND TABLE DESIGN, INC.**

Mr. Phillips is co-founder of Round Table Design, Inc. and presently serves as president of the corporation and Managing Agent in charge of Land Surveying and Professional Engineering. His engineering experience encompasses a wide variety of projects including: municipal water distribution, municipal waste water collection, street design, commercial site design, drainage studies and design, land surveying, specification writing, proposals, estimating, construction observation and management of projects. Below are a few of the projects Mr. Phillips has been involved with:

- Project Engineer for the construction of the South Entrance to Continental Tire (formerly General Tire) in Mt. Vernon, Illinois.
- Project Engineer for the reconstruction of North 42<sup>nd</sup> Street (Broadway to Victoria), City of Mt. Vernon, Illinois.
- Project Manager for the Commercial Site Expansion and the construction of an Access Street for Truck Centers, Mt. Vernon, Illinois.
- Mr. Phillips is the part time County Highway Engineer for Hamilton County. He was appointed County Engineer in 2004.
- Mr. Phillips has also been on the Mt. Vernon Downtown Development Board during the Streetscape Projects in Mt. Vernon.

#### **Years of Experience**

25

#### **Expertise**

Land Surveying  
Professional Engineering

#### **Education**

B.S. in Petroleum Engineering,  
University of Oklahoma at  
Norman, Oklahoma 1985

#### **Registrations/Certifications**

Illinois Professional Engineer  
Illinois Professional Land Surveyor  
Alabama Professional Engineer  
Arkansas Professional Engineer  
Missouri Professional Engineer  
Kentucky Professional Engineer  
Tennessee Professional Engineer



**ROUNDTABLE DESIGN, INC.**

Mt. Vernon, IL

## **William Lewis**

Design Engineer

### **2003 to Present**

#### **ENGINEER / SURVEY CREW TECHNICIAN**

Engineering responsibilities include commercial site design projects, drainage studies, construction documentation, grant applications, and material testing. Duties associated with site design include the design of storm sewer, detention basins, utility layout, parking lot layout, pavement sections and proposed grades. Survey responsibilities include boundary surveying, right-of-way surveys, construction staking, courthouse research, drafting and design using AutoCAD/Land Desktop, and engineering/construction surveys.

Mr. Lewis has been involved with preparing several commercial site plans, all of which involve the following: Site layout of buildings and parking lots; site grading and drainage design including storm sewer and detention design; and utility layout. Some site plans require an IDOT entrance permit. Round Table submits for this permit and works closely with the IDOT Department of Access Control during the design. Certain projects also require water and sewer main design with permits thru the IEPA.

#### **Years of Experience**

12

#### **Expertise**

Land Surveying Technician  
Civil Engineering

#### **Education**

B.S. in Civil Engineering  
University of Illinois at  
Champaign, IL 2000  
Specialized in Transportation Facilities  
And Construction Management

#### **Registrations/Certifications**

Troxler nuclear density gauge operator  
OSHA 40-hour Hazardous Waste  
Operator



**ROUNDTABLE DESIGN, INC.**

Mt. Vernon, IL

**Aaron Dauby, LSIT**  
Land Surveyor-in-Training

**2004 to Present**  
**SURVEY CREW CHIEF**

Aaron joined Round Table in March 2004 and in April 2008, he passed the Fundamentals of Surveying Exam. He will take the Professional Surveying Exam when he becomes eligible in 2012. Aaron's responsibilities include instrument operator to the extent of Boundary Surveys, Topographical Surveys, ALTA Surveys, Construction Staking, Right-Of-Way Surveys, setting up ground control for aerial photogrammetry, drafting and design using AutoCAD/Land Desktop, Courthouse Research, and engineering/construction surveys, all under the direct supervision of an Illinois Professional Land Surveyor. His other responsibilities include Website design, as well as GPS support. Along with a large variety of Land Surveys Mr. Dauby has been involved with:

- Project Manager/Survey Crew Chief for Construction Staking of a new 100,000 linear foot railroad spur in Hamilton/Franklin Counties.
- Project Manager/Survey Crew Chief for Construction Staking of new Army Corps of Engineers Maintenance and Visitors Center at Rend Lake.
- Set control for aerial photogrammetry for Jefferson, Hamilton, and White Counties.

**Years of Experience**

8

**Expertise**

Land Surveying  
Engineering Technician

**Registrations/Certifications**

Illinois Land Surveyor in Training

**Education**

Southeastern Illinois College, 2000  
Bachelor of Science, B.A. Minor  
Southern Illinois University, 2002  
Land Surveying Certification  
Southern Illinois University, 2006



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## **Matt Trotter**

Engineer-in-Training

Land Surveying Field Technician

### **2010 to Present**

#### **ENGINEER / SURVEY CREW TECHNICIAN,**

Engineering responsibilities include commercial site design projects, drainage studies, construction documentation, grant applications, and material testing. Duties associated with site design include the design of storm sewer, detention basins, utility layout, parking lot layout, pavement sections and proposed grades. Survey responsibilities include boundary surveying, right-of-way surveys, construction staking, engineering/construction surveys, courthouse research and drafting and design using AutoCAD/Land Desktop.

Matt is the son of John Trotter of J. K. Trotter and Sons Construction so he grew up around Construction.

#### **Years of Experience**

1

#### **Registrations/Certifications**

Engineer In Training

#### **Expertise**

Land Surveying Technician

Civil Engineering

#### **Education**

B.S. in Civil Engineering

Southern Illinois University, 2005-2009



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## **Jon Miller**

CAD Technician

Project Management

### **1995 to Present**

#### **CAD TECHNICIAN/PROJECT MANAGER,**

Mr. Miller works in the Project Management Department for Round Table Design specializing in Building projects, construction inspections, and general drafting. Duties associated with design include the design of commercial, industrial, and residential buildings, specification manuals, construction inspections, and project management. Duties associated with structural design include the design of building foundations, structural steel frame buildings, and structural inspections ranging from foundations for residences to complete steel structures. Responsibilities include being in contact with clients throughout their projects and assisting in field inspection work.

### **Years of Experience**

20

### **Expertise**

Office IT

CAD Drafting

### **Education**

A.S. Architectural Technology

Rend Lake College, 1992



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## **Mark Beimfohr**

Architect Intern

Project Management

### **2004 to Present**

#### **DESIGN PROFESSIONAL/PROJECT DIRECTOR,**

Mark works in the Project Management Department for Round Table Design specializing in site research, planning, programming, and conceptual and schematic design: transforming your project from an idea to physical reality. Responsibilities include designing new structures, renovating existing structures, project management, construction inspections, and construction drawings - being in contact with clients throughout projects . Mark is sensitive of the needs and dedicated to the program of the clients when planning and designing solutions for their projects.

#### **Years of Experience**

7

#### **Expertise**

Design

Project Management

#### **Registrations/Certifications**

IDP Training Complete

Architect Intern

#### **Education**

B.S. in Architectural Studies

Southern Illinois University, 2002

Masters in Architecture

University of Utah, 2004



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## **ERIN CLAYPOOL**

Office Manager

### **2009 to Present**

#### **OFFICE MANAGER,**

Responsibilities include Operations Management, Human Resources Management, Accounting, Office Management, Marketing, Public Relations, and Grant Administration. Erin has successfully completed various grant applications and the administration of such grants.

#### **Years of Experience**

3

#### **Expertise**

Office Management

Grant Writing

Grant Management

#### **Education**

B.S. in Engineering Management

University of MO - Rolla, 2007



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